

# Virginia Tech Board of Visitors Meeting

## June 1, 2009

### Minutes

A: **Presentation:** Alcohol Use, Misuse, and Abuse

B: **Minutes:** Academic Affairs Committee

C: **Resolution:** Master of Public Health (MPH) Degree

D: **Minutes:** Buildings and Grounds Committee

E: **Resolution:** Demolition of University Buildings

F: **Resolution:** Appointments to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority

G: **Resolution:** Appointment to Blacksburg-Christiansburg-VPI-Montgomery Country Water Authority

H: **Resolution:** Virginia Tech Climate Action Commitment

I: **Minutes:** Finance and Audit Committee

J: **Resolution:** Approval of Year-to-Date Financial Performance Report (July 1, 2008 - March 31, 2009)

K: **Resolution:** Approval of 2009-2010 Faculty Compensation Plan

L: **Resolutions:** Approval of 2009-2010 University Budgets: Operating and Capital Budgets, Student Financial Assistance, Hotel Roanoke Conference Center Commission Budget, and Virginia Tech/Wake Forest University School of Biomedical Engineering and Sciences Budget

M: **Resolutions:** Approval of 2009-2010 Auxiliary Systems Budgets: Dormitory and Dining Hall System Budget, Electrical Service System Budget, University Services System Budget, and Intercollegiate Athletics System Budget

N: **Resolution:** Approval of 2009-2010 Pratt Funds Budget

O: **Resolution:** University Program to Prevent, Detect, and Mitigate Identity Theft

P: **Resolution:** Delegation of Authority for Selected Faculty Personnel Actions

Q: **Resolution:** Approval of the 2010-2016 Capital Outlay Plan

R: **Minutes:** Research Committee

S: **Minutes:** Student Affairs and Athletics Committee

T: **Minutes:** April 23, 2009, Special Meeting of the Executive Committee

U: **Resolution:** Ratify Action of the Executive Committee of the Board of Visitors Regarding 2009-2010 Tuition and Fees

V: **Report:** Research and Development Disclosures

W: **Resolution:** Honoring L. Bruce Holland

X: **Resolution:** Appreciation to the Virginia Tech Police Department and the Virginia Tech Rescue Squad

Y: [Resolution](#): Honoring the Late President Emeritus William E. Lavery

Z: [Resolution](#): Revisions to the By-Laws of the Board of Visitors

AA: [Resolutions](#): Emerita (2) and Emeritus (1) Status

BB: [Resolution](#): Special Faculty Leave (1)

CC: [Resolution](#): Endowed Professorship (1)

DD: [Resolution](#): Naming the G. V. Loganathan Library (1)

EE: [Resolution](#): Ratification of Personnel Changes

FF: [Resolution](#): 2009-2010 Promotion, Tenure, and Continued Appointment Program

GG: [Resolutions](#): Ratification of Contractual and Approval of Non-Contractual Bonuses for Athletic Events: Men's Basketball National Invitational Tournament, Women's Swimming NCAA Championships, Wrestling NCAA Championships, and Men's and Women's NCAA Indoor Track and Field Championships

## **Reports from Constituency Representatives**

[Dr. Hardus Odendaal](#), Faculty Representative to the Board of Visitors

[Ms. Linsey Barker](#), Graduate Representative to the Board of Visitors

[Mr. Tom Tucker](#): Staff Representative to the Board of Visitors

**MINUTES**  
June 1, 2009

The Board of Visitors of Virginia Polytechnic Institute and State University met on Monday, June 1, 2009, at 1:15 p.m. in Torgersen Boardroom, Virginia Tech Campus, Blacksburg, Virginia.

**Present**

**Absent**

Mr. Michael Anzilotti  
Mr. Frederick J. Cobb  
Ms. Beverley Dalton  
Mr. Ben J. Davenport, Jr.  
Ms. Michele Duke  
Mr. Douglas R. Fahl  
Dr. Calvin D. Jamison, Sr.  
Mr. John R. Lawson, II  
Ms. Sandra Stiner Lowe  
Mr. George Nolen  
Mr. Paul W. Rogers, Jr.  
Mr. James W. Severt, Sr.  
Mr. James R. Smith  
Dr. Lori Wagner  
Dr. Hardus Odendaal, President, Faculty Senate  
Mr. Thomas L. Tucker, President, Staff Senate  
Ms. Linsey M. Barker, Graduate Student Representative  
Ms. Arlane Gordon-Bray, Undergraduate Student Representative

Also present were the following: Dr. Charles Steger, Mr. Erv Blythe, Mr. Ralph Byers, Ms. Sheila Collins, Dr. Karen DePauw, Dr. John Dooley, Dr. Elizabeth Flanagan, Chief Wendell Flinchum, Ms. Angela Hayes, Ms. Kay Heidebreder, Dr. Larry Hincker, Dr. Pat Hyer, Ms. Heidi McCoy, Mr. Kevin McDonald, Dr. Mark McNamee, Ms. Kim O'Rourke, Mr. Mark Owczarski, Dr. Ellen Plummer, Mr. Dwight Shelton, Ms. Sandra Smith, Dr. Raymond Smoot, Dr. Ed Spencer, Dr. Tom Tillar, Dr. Robert Walters, Dr. Lisa Wilkes, Dr. Sherwood Wilson, Ms. Linda Woodard, Dr. Daniel Wubah, faculty, staff, students, guests, and reporters.

\*\*\*\*\*

Rector Lawson welcomed Mr. Paul W. Rogers as the new ex officio member of the Board. Mr. Rogers is President of the Board of the Virginia Department of Agriculture and Consumer Services and is from Wakefield, Virginia. He is a graduate of North Carolina State University, Class of 1969, and has a daughter who received her Ph.D. from Virginia Tech.

Rector Lawson asked Dr. Jamison to present the Resolution honoring President Emeritus William E. Lavery, who passed away in February 2009. Dr. Jamison asked the Lavery family to come forward: Michael Lavery (son of President Lavery), Sean Lavery (son of Michael and a VT student), and Lori Lavery Mitchell (daughter of President Lavery). Dr. Jamison read the resolution and described President Lavery as the father of the Hokie Spirit at Virginia Tech. Michael Lavery offered heartfelt thanks to Rector Lawson, President Steger and members of the Board on behalf of his mother who wanted to be present but was not able to do so for health reasons, and on behalf of the other siblings and all the extended Lavery family. He said that his father indeed loved Virginia Tech, and equally important is that Virginia Tech loved him back. (Refer to Attachment Y.)

Rector Lawson presented a resolution of appreciation to Virginia Tech Police Department representatives Chief Flinchum and Captain Houston and expressed thanks for the dedication, hard work, and commitment for the community. (Refer to Attachment X.)

Rector Lawson presented a resolution of appreciation to Virginia Tech Rescue Squad representatives Matt Johnson and Matthew McGarvey in recognition of their dedication and all they have done and will continue to do for the university community. Rector Lawson added that it is a pleasure to be associated with fine dedicated folks like those serving on the Virginia Tech Rescue Squad. (Refer to Attachment X.)

\* \* \* \* \*

Rector Lawson asked for a motion of approval of the minutes of the March 23, 2009, as distributed. The motion was made by Ms. Duke and seconded by Mr. Davenport. The minutes were approved.

\* \* \* \* \*

### **ALCOHOL USE, MISUSE, AND ABUSE PRESENTATION**

This presentation was made at the Board's information session on May 31, 2009. (Copy filed with the permanent minutes and marked Attachment A.)

\* \* \* \* \*

### **REPORT OF THE ACADEMIC AFFAIRS COMMITTEE**

Rector Lawson called on Dr. Wagner for a report of the Academic Affairs Committee. (Copy filed with the permanent minutes and marked Attachment B.)



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As part of the Academic Affairs Committee report, the following resolution was moved by Dr. Wagner, seconded by Mr. Fahl, and approved unanimously.

**Resolution for Approval of the Master of Public Health (MPH) Degree**

**That the Master of Public Health degree program proposal be approved.** (Copy filed with the permanent minutes and marked Attachment C.)

\*\*\*\*\*

**REPORT OF THE BUILDINGS AND GROUNDS COMMITTEE**

Rector Lawson called on Mr. Smith for a report of the Buildings and Grounds Committee. (Copy filed with the permanent minutes and marked Attachment D.)

\*\*\*\*\*

As part of the Buildings and Grounds Committee report, the following resolution was moved by Mr. Smith, seconded by Ms. Duke, and approved unanimously.

**Resolution for Approval on Demolition of University Buildings**

**That the resolution authorizing the demolition of the tenant residence located at the Hampton Roads Agricultural Research and Extension Center in Virginia Beach, and buildings numbered 701, 705, and 801, be approved.**

(Copy filed with the permanent minutes and marked Attachment E.)

\*\*\*\*\*

As part of the Buildings and Grounds Committee report, the following resolution was moved by Mr. Smith, seconded by Ms. Duke, and approved unanimously.

**Resolution Approval on Appointments to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority**

**That the resolution recommending that Raymond D. Smoot, Jr., Lucius M. Merritt, Jr., and William R. Cook be appointed as joint representatives and Michael J. Coleman be appointed as the university's representative to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority Board of Directors and concurring with the extension of the Authority's Articles of Incorporation until July 1, 2059, be approved.** (Copy filed with the permanent minutes and marked Attachment F.)

\* \* \* \* \*

As part of the Buildings and Grounds Committee report, the following resolution was moved by Mr. Smith, seconded by Mr. Severt, and approved unanimously.

**Resolution for Approval of Appointment to Blacksburg-Christiansburg-VPI-Montgomery County Water Authority**

**That the above resolution extending the appointment of Sherwood G. Wilson on the Blacksburg-Christiansburg-VPI Water Authority to August 31, 2010 be approved.** (Copy filed with the permanent minutes and marked Attachment G.)

\* \* \* \* \*

As part of the Buildings and Grounds Committee report, the following resolution was moved by Mr. Smith, seconded by Ms. Duke, and approved unanimously.

**Resolution for Approval of Virginia Tech Climate Action Commitment**

**That the above resolution authorizing the University to adopt the Virginia Tech Climate Action Commitment be approved.** (Copy filed with the permanent minutes and marked Attachment H.)

\* \* \* \* \*

## **REPORT OF THE FINANCE AND AUDIT COMMITTEE**

Rector Lawson called on Mr. Nolen for the report of the Finance and Audit Committee.  
(Copy filed with the permanent minutes and marked Attachment I.)

\*\*\*\*\*

As part of the Finance and Audit Committee report, the following resolution was moved by Mr. Nolen, seconded by Ms. Dalton, and approved unanimously.

### **Resolution for Approval of Year-to-Date Financial Performance Report (July 1, 2008 – March 31, 2009)**

**That the report of income and expenditures for the University Division and the Cooperation Extension/Agricultural Experiment Station Division for the period of July 1, 2008 through March 31, 2009 and the Capital Outlay report be accepted.** (Copy filed with the permanent minutes and marked Attachment J.)

\*\*\*\*\*

As part of the Finance and Audit Committee report, the following resolution was moved by Mr. Nolen, seconded by Ms. Dalton, and approved unanimously.

### **Resolution for Approval of 2009-2010 Faculty Compensation Plan**

**That the proposed 2009-10 Faculty Compensation Plan for Teaching and Research, Administrative and Professional, and Special Research Faculty be approved.** (Copy filed with the permanent minutes and marked Attachment K.)

\*\*\*\*\*

As part of the Finance and Audit Committee report, the following resolutions were considered as a group. A motion to approve the resolutions was made by Mr. Nolen, seconded by Ms. Dalton, and approved unanimously.

**Resolution for Approval of 2009-2010 University Budgets  
Operating and Capital Budgets**

**That the proposed 2009-10 operating and capital budgets, as displayed on Schedules 1, 2, and 3, be approved.**

\* \* \*

**Resolution for Approval of 2009-2010 University Budgets  
Student Financial Assistance**

**That the recommended allocations for student financial assistance for the fiscal year 2009-10 be approved.**

\* \* \*

**Resolution for Approval of 2009-2010 University Budgets  
Hotel Roanoke Conference Center Commission Budget**

**That the budget for The Hotel Roanoke Conference Center Commission for 2009-2010 be approved.**

\* \* \*

**Resolution for Approval of 2009-2010 University Budgets  
Virginia Tech/Wake Forest University School  
of Biomedical Engineering and Sciences Budget**

**That the 2009-10 budget for the Virginia Tech-Wake Forest School of Biomedical Engineering and Sciences be approved.**

(Copies filed with permanent minutes and marked Attachment L.)

\* \* \* \* \*



As part of the Finance and Audit Committee report, the following resolutions were considered as a group. A motion to approve the resolutions was made by Mr. Nolen, seconded by Ms. Dalton, and approved unanimously.

**Resolution for Approval of 2009-2010 Auxiliary Systems Budgets  
Dormitory and Dining Hall System Budget**

**That the recommended budget for the fiscal year July 1, 2009 to June 30, 2010 for the operation of the Dormitory and Dining Hall System and the report of the Annual Inspection be approved.**

\* \* \*

**Resolution for Approval of 2009-2010 Auxiliary Systems Budgets  
Electric Service System Budget**

**That the recommended budget for the fiscal year July 1, 2009 to June 30, 2010 for the operation of the Electric Service System and the report of the Annual Inspection be approved.**

\* \* \*

**Resolution for Approval of 2009-2010 Auxiliary Systems Budgets  
University Services System Budget**

**That the recommended budget for the fiscal year July 1, 2009 to June 30, 2010 for the operation of the University Services System and the report of the Annual Inspection be approved.**

\* \* \*

**Resolution for Approval of 2009-2010 Auxiliary Systems Budgets  
Intercollegiate Athletics System Budget**

**That the recommended budget for the fiscal year July 1, 2009 to June 30, 2010 for the operation of the Intercollegiate Athletics System and the report of the Annual Inspection be approved.**

(Copies filed with the permanent minutes and marked Attachment M.)

\* \* \* \* \*

As part of the Finance and Audit Committee report, and with the endorsement of the Academic Affairs Committee, the following resolution was moved by Mr. Nolen, seconded by Ms. Duke, and approved unanimously.

**Resolution for Approval of 2009-2010 Pratt Fund Budgets**

**That the proposed 2009-2010 allocation and use of Pratt Funds be approved.** (Copy filed with the permanent minutes and marked Attachment N.)

\* \* \* \* \*

As part of the Finance and Audit Committee report, the following resolution was moved by Mr. Nolen, seconded by Ms. Duke, and approved unanimously.

**Resolution for Approval of University Program to Prevent, Detect, and Mitigate Identity Theft**

**That the proposed University Program to Prevent, Detect, and Mitigate Identity Theft be approved.** (Copy filed with the permanent minutes and marked Attachment O.)

\* \* \* \* \*

As part of the Finance and Audit Committee report, and with the endorsement of the Academic Affairs Committee, the following resolution was moved by Mr. Nolen, seconded by Dr. Wagner, and approved unanimously.

**Resolution for Approval of Delegation of Authority for Selected Faculty Personnel Actions**

**That the Board of Visitors delegates authority and responsibility to the president and/or his designee for selected faculty appointment and compensation actions as described in the attached summary.** (Copy filed with the permanent minutes and marked Attachment P.)

\* \* \* \* \*

As part of the Finance and Audit Committee report, and with the endorsement of the Buildings and Grounds Committee, the following resolution was moved by Mr. Nolen, seconded by Mr. Smith, and approved unanimously.

**Resolution for Approval of the 2010-2016 Capital Outlay Plan**

**That the proposed Capital Outlay Plan for the period 2010 through 2016 be approved.** (Copy filed with the permanent minutes and marked Attachment Q.)

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**REPORT OF THE RESEARCH COMMITTEE**

Rector Lawson called on Ms. Duke for the report of the Research Committee meeting of May 31, 2009. (Copy filed with the permanent minutes and marked Attachment R.)

\*\*\*\*\*

**REPORT OF THE STUDENT AFFAIRS AND ATHLETICS COMMITTEE**

Rector Lawson called on Mr. Davenport for the report of the Student Affairs and Athletics Committee. (Copy filed with the permanent minutes and marked Attachment S.)

\*\*\*\*\*

**REPORT OF THE EXECUTIVE COMMITTEE**

Rector Lawson gave a brief overview of the Executive Committee meeting of April 23, 2009, noting that part of the meeting was conducted in closed session to discuss pending litigation. He asked for a motion approving the minutes. The motion was made by Mr. Nolen and seconded by Ms. Duke. The minutes were approved. (Copy filed with the permanent minutes and marked Attachment T.)

\*\*\*\*\*

As part of the Executive Committee report, the following resolution was moved by Rector Lawson, seconded by Mr. Smith, and approved unanimously.

**Resolution to Ratify Action of the Executive Committee of the Board of Visitors  
Regarding 2009-2010 Tuition and Fees**

**That the resolution ratifying the action taken by the Executive Committee of the Board of Visitors at a special meeting convened on April 23, 2009, for the purpose of setting tuition and fees for 2009-10, be approved.** (Copy filed with the permanent minutes and marked Attachment U.)

\*\*\*\*\*

**PRESIDENT'S REPORT**

President Steger publicly thanked Greg Esposito, Education Reporter for the *Roanoke Times*, for the splendid job he has done, in particular for the care, deliberation, and fairness reflected in his reporting. Mr. Esposito is leaving the newspaper to attend graduate school at Harvard University.

\*\*\*\*\*

**Report of Research and Development Disclosures**

As part of the President's report, President Steger shared with the Board the **Report of Research and Development Disclosures** – for information only, no action needed. (Copy filed with the permanent minutes and marked Attachment V.)

\*\*\*\*\*

As part of the President's report, the following resolution was moved by Ms. Duke, seconded by Mr. Smith, and approved unanimously.

**Resolution of Appreciation Honoring L. Bruce Holland**

**That the resolution recognizing L. Bruce Holland for his service as a member of the Board of Visitors of Virginia Polytechnic Institute and State University be approved.** (Copy filed with the permanent minutes and marked Attachment W.)

\*\*\*\*\*



As part of the President's report, the following resolution was moved by Ms. Duke, seconded by Mr. Nolen, and approved unanimously.

**Resolution of Appreciation to the Virginia Tech Police Department  
and the Virginia Tech Rescue Squad**

**That the above resolution expressing admiration and appreciation to the Virginia Tech Police Department and the Virginia Tech Rescue Squad for their service on January 21, 2009 be approved.** (Copy filed with the permanent minutes and marked Attachment X.)

\* \* \* \* \*

As part of the President's report, the following resolution was moved by Mr. Nolen, seconded by Dr. Jamison, and approved unanimously.

**Resolution Honoring the Late President Emeritus William E. Lavery**

**That the resolution honoring President Emeritus William E. Lavery be approved.** (Copy filed with the permanent minutes and marked Attachment Y.)

\* \* \* \* \*

As part of the President's report, the following resolution was moved by Ms. Duke, seconded by Dr. Wagner, and approved unanimously.

**Resolution for Approval for Revisions to the  
By-Laws of the Board of Visitors**

**That the Board of Visitors' By-laws be amended, effective immediately, to clarify the conditions under which a Board member may be removed in accordance with the provisions of the *Code of Virginia*.** (Copy filed with the permanent minutes and marked Attachment Z.)

\* \* \* \* \*

President Steger publicly recognized Professor John Randolph and his colleagues for all of their efforts in regard to the Sustainability and Climate Action Report, which is exceptionally well done. There is high interest among the faculty and student body. Dr. Randolph and his colleagues were asked to look carefully at the issues and accompanying benefits and costs of what the university would be committing to, and they did an outstanding job. The university will pursue implementation of those recommendations that are economically viable and can contribute to improving the quality of the environment.

He went on to explain that this type of change demonstrates to some extent a paradigm shift in the way the university operates. The sustainability resolution will be one of a number of things we will have to do in the future. Given the tremendous demand on public dollars in the current economic environment, we are going to have to rethink how we do business. Among other paradigm shifts, we will have to look at ways to eliminate redundancy, to create new types of public/private partnerships, and to engage in new types of organizational structures that will enable us to contain our costs without sacrificing the quality of what we do. We will have to find a way to get our unit cost down for operating this vast and complicated enterprise. We will look at, for example, creating partnerships or forming new types of entities to help us direct our resources to our core business—that of teaching, research, and engagement. Merely conducting business as usual will not enable us to be successful as an institution of higher education in the next decade. We are on the cusp of seeing some major transformations. As always we like to be ahead of the curve instead of behind.

Dr. Jamison added that Virginia Tech's sustainability program is one of the most comprehensive ones that has come forward, and he anticipates very positive results.

\* \* \* \* \*

Rector Lawson presented certificates to Arlane Gordon-Bray (undergraduate representative), Linsey Barker (graduate representative), and Hardus Odendaal (faculty representative) for service on the Board for 2008-09 and thanked them for their service. Tom Tucker (staff representative) was re-elected as President of the Staff Senate and will be with the Board again next year.

\* \* \* \* \*

### **Motion to begin Closed Session**

Mr. Nolen moved that the Board convene in a closed meeting, pursuant to § 2.2-3711, Code of Virginia, as amended, for the purposes of discussing:

1. The consideration of individual salaries of faculty, review of departments where specific individuals' performance will be discussed, and consideration of personnel changes including appointments, emeritus status, faculty leaves, promotion, tenure, and salary adjustments of specific employees and athletic department personnel bonuses.
2. The status of current litigation and briefing on actual or probable litigation.
3. Special Awards

all pursuant to the following subparts of 2.2-3711 (A), Code of Virginia, as amended, .1, .7, and .10

The motion was seconded by Ms. Duke and passed unanimously.

\*\*\*\*\*

### **Motion to Return to Open Session**

Following the Closed Session, members of the press, students, and the public were invited to return to the meeting. Rector Lawson called the meeting to order and asked Mr. Nolen to make the motion to return to open session.

Mr. Nolen made the following motion:

**WHEREAS**, the Board of Visitors of Virginia Polytechnic Institute and State University has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-3712 of the Code of Virginia requires a certification by the Board of Visitors that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Visitors of Virginia Polytechnic Institute and State University hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Visitors.

The motion was seconded by Mr. Davenport and passed unanimously.

\* \* \* \* \*

Upon motion by Dr. Wagner and second by Mr. Nolen, unanimous approval was given to the resolutions for approval of **Emeritus Status** (3), as considered in Closed Session. (Copies filed with the permanent minutes and marked Attachment AA.)

\* \* \* \* \*

Upon motion by Dr. Wagner and second by Ms. Duke unanimous approval was given to the resolution for approval of **Special Faculty Leave** (1) as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment BB.)

\* \* \* \* \*

Upon motion by Ms. Duke and second by Dr. Wagner, unanimous approval was given to the resolution for approval of an **Endowed Professorship (1) as considered in Closed Session**. (Copy filed with the permanent minutes and marked Attachment CC.)

\* \* \* \* \*

Upon motion by Mr. Smith and second by Mr. Nolen, unanimous approval was given to the resolution for approval to **Name a University Facility** (1) as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment DD.)

\* \* \* \* \*

Upon motion by Ms. Duke and second by Mr. Nolen, approval was given to the **Resolution for Ratification of the Personnel Changes Report** as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment EE.) This item was reviewed by the Academic Affairs Committee and the Finance and Audit Committee.

\* \* \* \* \*

Upon motion by Mr. Nolen and second by Dr. Wagner, approval was given to the **Resolution for Approval of the 2009-2010 Promotion, Tenure, and Continued Appointment Program** as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment FF.) This item was reviewed by the Academic Affairs Committee and the Finance and Audit Committee.



\* \* \* \* \*

Upon motion by Ms. Duke and second by Ms. Nolen, unanimous approval was given to the **Resolutions for Ratification of Contractual and Approval of Non-Contractual Bonuses for Athletic Events – Men’s Basketball National Invitational Tournament, Women’s Swimming NCAA Championships, Wrestling NCAA Championships, Men’s and Women’s NCAA Indoor Track and Field Championships** as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment GG.)

\* \* \* \* \*

### **Audit Report**

**No Action Required**

\* \* \* \* \*

### **Litigation Report**

**Not for Approval**

\* \* \* \* \*

### **Report of the Nominating Committee**

**Mr. Davenport, Chair of the Nominating Committee, reported that the committee met and nominates John Lawson for Rector, George Nolen for Vice Rector, and Kim O’Rourke for Secretary of the Board. Upon motion by Mr. Davenport and second by Mr. Smith, unanimous approval was given to this slate of officers.**

\* \* \* \* \*

Rector Lawson announced that two members of the Board are up for reappointment. Committee assignments for 2009-10 will be made after we receive the Governor’s appointments. Rector Lawson asked the Board members to send him an e-mail note if they have a preference for their committee assignment.

\* \* \*

At the conclusion of this first paperless meeting of the Board, Rector Lawson thanked the information technology group for doing an outstanding job with very short notice to develop the "BOV Portal," which is very user friendly. It is important as a Board to take leadership in sustainability. Rector Lawson is proud of the Board's representation of the University. He acknowledged that President Steger and his staff did a great job, as always.

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The date for the next meeting is August 30-31, 2009, on the Virginia Tech Campus, Blacksburg, Virginia.

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The meeting adjourned at 3:00 p.m.

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John R. Lawson II, Rector

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Kim O'Rourke, Secretary



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# ***Alcohol Use, Misuse, and Abuse***

***Presentation for the  
Virginia Tech Board of Visitors  
May 31, 2009***



# Introduction

- Alcohol misuse (underage drinking) and abuse (high risk drinking)
  - Most difficult student behavioral issues facing college administrators today
  
- Thus, this presentation to educate and update the Board of Visitors





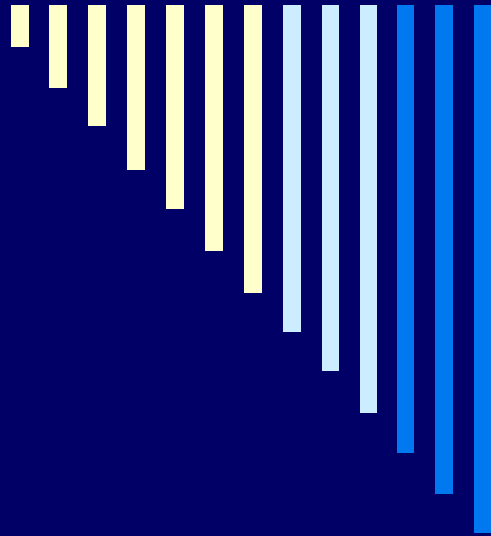
# Outline for Today

1. The National Scene and the Local Scene – Dr. Steve Clarke
2. On-Campus Incidents – Chief Wendell Flinchum & Mr. Chris MacDonald
3. Off-Campus Incidents – Captain Bruce Bradbery
4. Greeks & Alcohol – Mr. Ron Shidemantle
5. Alcohol Abuse Prevention Task Force – Dr. Edward Spencer



# Outline, continued

6. Proactive Education – Mr. Rick Sparks & Dr. Steve Clarke
7. Enforcement/Adjudication
  - Student Judicial System – Ms. Frances Keene
  - Local Correctional System – Captain Bruce Bradbury & Chief Wendell Flinchum
8. The Amethyst Initiative – Dr. Edward Spencer
9. Questions? - All



# Key Points on Alcohol Use Among College Students

## The National Perspective

Salient Findings from  
*Monitoring the Future*  
National Survey Results of Drug Use  
1975-2007



# Alcohol Use Before & During College—2007

(Monitoring the Future, p. 21)

Group	Tried Alcohol	At-Risk Drinking	Been Intoxicated
8 <sup>th</sup> graders	39%	10%	17.9%
10 <sup>th</sup> graders	62%	22%	41.2%
12 <sup>th</sup> graders	72%	26%	55.1%
College Students	83%	41%	71.6%



## Heavy Drinking & Gender Difference Among College Students

(MTF, p. 23)

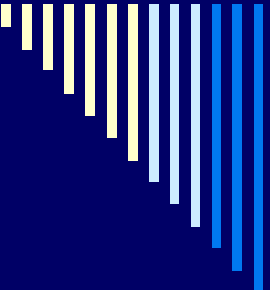
- 2007: 6.2% of males & 3.1% of females drink daily.
- 2007: 49% of males & 36% of females engage in at-risk drinking.
- Caveat I: Male rate is declining slightly & female rate is increasing a bit over time.
- Caveat II: Consider gender differences

# Immoderate Alcohol Use

## Holding The Line (1980-2007) (MTF, p. 262)

Decade	Avg. Percentage of Students Engaging in Immoderate Use (5 or more)	Range for Distinct Years in the Decade
1980s	43.73	41.7 - 45.4
1990s	40.21	38.3 - 42.8
2000s	40.23	38.5 - 41.1





# Comparative Drug Use of College Students (Have Tried) 2007 (MTF, pp. 35-38)

- ❑ Alcohol: **83.1%**
- ❑ Marijuana/Hashish: **47.5%**
- ❑ Narcotics: **14.1% (Heroin: 0.5%)**
- ❑ Amphetamines: **11.2%**
- ❑ Hallucinogens: **9.1%**
- ❑ Cocaine: **8.5%**
- ❑ Barbiturates: **5.9%**
- ❑ Inhalants: **6.3%**
- ❑ Ecstasy: **5.4%**
- ❑ Methamphetamines: **1.9%**

# Alcohol Use and Abuse Behaviors among Virginia Tech Students

- 60 % of student experience negative outcomes
- 100% experience secondary negative outcomes
- Statistics from spring 2006 place Virginia Tech students among the heaviest drinkers in the state and the nation

Alcohol Consumption:	Virginia Tech Spring 2006	Virginia 2003	Nationwide 2006
Frequency per Week	1.9	1.3	1.1
Drinks per Week	13.2	6.0	9.5
Drinks per Occasion	7.4	5.5	4.2
At-Risk Drinking	58%	43%	40.2%



# Virginia Tech Police

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# Alcohol Arrests

## ■ Three Year Comparison

### □ 2006

- 372 alcohol individuals arrested
  - 185 liquor law violations
  - 193 intoxicated in public offenses
- 54 DUI arrests

### □ 2007

- 368 alcohol individuals arrested
  - 280 liquor law violations
  - 287 intoxicated in public offenses
- 36 DUI arrests

### □ 2008

- 368 individuals arrested
  - 194 liquor law violations
  - 193 intoxicated in public offenses
- 48 DUI arrests



# Arrest Locations

## ■ 2006

- 372 alcohol arrests
  - 39 in residence halls
  - 1 at Special Purpose Housing

## ■ 2007

- 368 alcohol arrests
  - 175 in residence halls
  - 11 at Special Purpose Housing

## ■ 2008

- 368 alcohol arrests
  - 88 in residence halls
  - 1 at Special Purpose Housing



# Football Game Arrests

## ■ Football Games

### ■ 2006 - 79 total arrests

- 33 students (42%) and 46 non-students (58%)

### ■ 2007 - 141 total arrests

- 67 students (48%) and 74 non-students (52%)

### ■ 2008 - 87 total arrests

- 31 students (36%) and 56 non-students (64%)





# Virginia Tech Rescue

## □ EMS Statistics

### ■ 2006

- All calls – 756; Alcohol-related – 83

### ■ 2007

- All calls – 810; Alcohol-related – 69

### ■ 2008

- All calls – 938; Alcohol-related - 84





# Alcohol Programs

- Programs' focus
  - Alcohol education, legal issues, consequences through courts and Judicial System
    - Responsible drinking
    - Alcohol alternatives
    - DrunkBuster Goggle Olympics
- Programs provided annually to:
  - All parents at orientation
  - All new, male Greek members
  - All male freshman athletes
  - All Resident Hall Advisors

# Residence Life



# Behaviors related to alcohol On Campus

- *The majority of abusive alcohol consumption takes place off campus (parties and bars).*
- *In-hall drinking is usually preserved for any “pre-gaming” that takes place prior to leaving for event/party/gathering off campus.*



# Behaviors related to alcohol On Campus Response

- Confronting, documenting and responding to alcohol and alcohol related issues are #1 for both residence life and housekeeping. (*through April 23rd, 2009*)
  - Of 322 Emergency Housekeeping Callbacks, 260 are for alcohol-related damages.
  - 193 alcohol-related incident reports submitted in the residence halls
  - (X) judicial referrals submitted by Residence Life staff
  - (84/939 2008) number of VT Rescue calls that are alcohol-related
    - Fall 2008 – 47 calls, roughly half transported to hospital



# Behaviors related to alcohol On Campus – Training & Programming

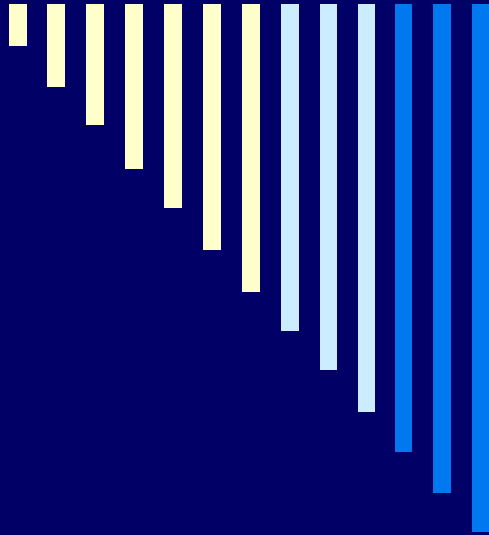
## □ Staff Training

- Behavior Confrontation
- Behavior Intervention

## □ Residential Programming

- Required alcohol component
- Collaborative with CAA and VTPD





# Town of Blacksburg

## Police Statistics



# In a Year

**March 2008 - March 2009**

- 2721 Charges Placed by Police
- 15 Fake Identification Related
- 58 Drinking In Public
- 578 Drunk in Public
- 109 Drive Under the Influence
- 132 Assault/Wounding



# **Weekend Comparisons**

## **Friday through Sunday**

### **Typical**

#### **April 11-13, 2008**

- **200 Calls for Service**
- **24 Suspicious Person Calls**
- **2 Fights**
- **27 Noise Violations**
- **23 Incident Reports**
- **33 Traffic Charges**
- **13 Arrests**

### **Football**

#### **September 12-14, 2008**

- **267 Calls for Service**
- **51 Suspicious Person Calls**
- **6 Fights**
- **42 Noise Violations**
- **27 Incident Reports**
- **26 Traffic Charges**
- **57 Arrests**



# Summary

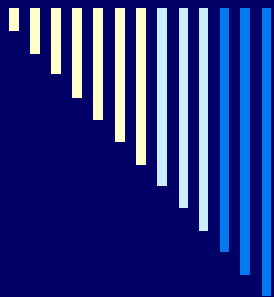
- **September 12-14, 2008 Blacksburg Police Officers handled 267 Calls for Service. Up 33% from the April weekend.**
- **That's 89 calls per day or 30 calls per shift.**
- **Traffic enforcement was down 21%.**
- **But, even with the increased call volume arrests increased 338%.**
- **Why?**



# Behaviors

**An informal survey of Blacksburg Police Officers listed these as the Top 10 reasons a person is approached by the police:**

- Yelling and screaming
- Throwing up on the street/sidewalk
- Unconscious in a car or on the sidewalk
- Fighting
- Directing traffic
- Drinking in public
- Confrontations with business staff
- Offender initiated confrontations with police
- Roughhousing (playing) with others
- Obvious staggering in the street while alone



# Local Correctional System





# Jurisdiction

- ❑ Both the Blacksburg and Virginia Tech Police Departments are Nationally Accredited Law Enforcement Agencies.
  - ❑ In matters involving criminal offenses, the police usually arrest and a University Judicial Referral follows the formal charge.
  - ❑ Criminal matters are prosecuted by the Montgomery County Commonwealth Attorney in local District and Circuit Courts.
  - ❑ The range of punishments vary depending on the circumstances.
-



# Typical Punishments

- Drunk in Public
    - \$25.00 (pre-payable fine for adults over 21)
  - First Offense of Drunk in Public (under age 21); Underage Possession of Alcohol; Fake ID
    - 25 hours community service, payment of court costs, 8-week youthful offender program through Virginia Alcohol Safety Action Program.
  - The first offense charge is taken under advisement for 1 year and dismissed if there are no other violations.
-



# Fraternity & Sorority Life

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# Our Values

- ❑ Academic & Scholarship
- ❑ Leadership Development
- ❑ Life-time Friendships – A Home Away from Home
- ❑ Service - Community & Philanthropic Endeavors
- ❑ Career Development
- ❑ Alumni Involvement & Institutional Loyalty



# Questions

*Is the social environment of fraternities, sororities, & the campus culture fostering alcohol abuse?*

**OR**

***Are new students who are already heavy drinkers more likely than others to want to join our Virginia Tech Student Organizations & participate in dangerous and abusive behavior?***



# Some Related Statistics at Virginia Tech

- ❑ Most Events have Underage Students Drinking & Playing Drinking Games
- ❑ Most Groups use Funds to Purchase Alcohol & a number of hosts are observed serving alcohol
- ❑ Almost half Events have Kegged Beer Available
- ❑ Under half of Events have Non-Alcoholic Beverages Available & less than 20% have food available



# Our Programs & Emphasis

- ❑ Partnership with the Alcohol Abuse Prevention Center
- ❑ National Collegiate Alcohol Awareness Week
- ❑ Risk Management Programs for Chapters
- ❑ GAMMA (Greeks Advocating Mature Management of Alcohol)
- ❑ FIPG (Fraternity Insurance Programming Group)
- ❑ Risk Management & Values Summits
- ❑ Judicial Affairs Partnership & the Greek Judicial Board – New Management Guidelines
- ❑ National Headquarters Partnership & Programming



# Judicial Affairs

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## University Judicial System Jurisdiction

- Students and student organizations will be considered for disciplinary action whenever violations are committed on university property. For violations that do not occur on university property, action will be considered if university officials decide that university interests are involved.
  - Reciprocity with other campuses in Virginia
  - Focus on high-risk behavior, including alcohol & drug offenses
  - Organization event definition with 6 prongs



# Student Organizations Violations & Sanctions

- 28 cases in 2008-2009
  - Violation breakdown:
    - 19 alcohol
    - 4 hazing
    - 24 involvement in university violation
  - Sanction breakdown:
    - 9 probation
    - 11 deferred suspension
    - 3 loss of recognition
    - 12 non-judicial chats
-



# Individual Student Cases

- 4353 cases & incidents
    - 3306 males; 1047 females
  - 109 suspensions
  - 23 zero tolerance drug violations
  - 76 alcohol suspensions
  - 871 alcohol violations
    - 647 underage possession/DIPs
    - 72 DUIs
    - 119 transports (rescue calls)
    - 33 distribution to minors
-



# **Alcohol Abuse Prevention Task Force**

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# The Alcohol Abuse Prevention Task Force

- Appointed by President Steger in 2006 – 2007 (students, faculty, staff, town officials, enforcement agencies, restaurant owners, etc.)
- Report delayed by April 16, 2007 tragedy
- Resumed work during 2007-2008 year
- Final report issued in Fall, 2008 by former Vice President Hikes (chair)
- Implementation and Prevention Committee (responding to the recommendations) appointed by Vice President, Spencer in Spring 2009 and (chaired) by Assistant Vice President Ferraro



# Sampling of Task Force Recommendations

- Recommendations follow environmental management approach
- Focus on institutional practices and regulations, community standards and beliefs, practices of student organizations, and behaviors of individual students.)



# Task Force Recommendations

## 1. Verbal/Intellectual Commitments

- Clear expectations. High profile student role models and creation of a statement for new students

## 2. Training

- A more informed, reform-oriented campus and local community

## 3. Prevention Education and Training

- Alcohol Abuse Awareness weeks focus on new students and on high-risk populations

## 4. Intervention and Counseling

- Motivational interviewing



# Task Force Recommendations

5. Neighborhood Outreach
  - “Meet Your Neighborhood” Events and utilization of “Hokie Respect” campaign
6. Police & Judicial Action
  - Working closely with Office of Judicial Affairs
7. Alternative Programming & Venues
  - Focus on football games and pre-game venues, develop more alcohol-free programming venues and initiatives





# Task Force Recommendations

8. Addressing Staffing Needs
  - Additional staffing for campus Alcohol Abuse Prevention Center – already addressed
9. Coordination of Implementation
  - Creation of Prevention and Implementation Committee and of a Community Coalition (already started)



# **Summary of Alcohol Abuse Prevention Activities**

**College Alcohol Abuse Prevention  
Center  
Schiffert Health Center**



# Targeted Programs

- **Freshman**
- **Greeks**
- **Athletics and Sports Clubs**
- **Judicial Referrals:**
  - **2.5 hour Brief Intervention (\$63)**
  - **Two Session Small Group (\$100)**
  - **Five-session Small Groups (\$200)**
  - **Two to Six Individual Sessions –  
Motivational Interviewing (\$200)**



# Additional Programs

- ❑ Alcohol Awareness Week
- ❑ BAC Feedback Downtown
- ❑ IMPACT: Peer Education and Prevention Curriculum Infusion
- ❑ Late-Night Activities
- ❑ Community Coalition
- ❑ Training for Staff and Peers
- ❑ Social Norms Marketing Campaign
- ❑ Media Campaigns
- ❑ Research and Evaluation



# Programs for Freshmen

- New Student Orientation
    - Students
      - VT Policies & Laws
      - Consequences
      - Community Standards (Community of Hokies)
      - Session Format
    - Parents
      - “Parents You’re Not Done Yet” brochure
      - Health & Safety Session
      - Student-lead panel
  - Hokie Camp
-



# Programs for Freshmen

- On-Line Class (Alcohol-Wise)
  - Say Something “Brochure”
    - Counteract bystander effect
    - Focus on alcohol overdose
  - Hokie F6
-

# The Amethyst Initiative



# The Amethyst Initiative

- Launched in 2008 as part of “Choose Responsibility”
- Made up of college and university presidents and chancellors
- Assertions:
  1. Irresponsible drinking by young people continues despite the minimum legal drinking age of 21, and
  2. There is a culture of dangerous binge drinking on many campuses

**Calls on elected officials to weigh all the consequences of current alcohol policies and to invite new ideas on how best to prepare young adults to make responsible decisions about alcohol use.**





# The Amethyst Initiative

- ❑ Contrary to popular belief, the Initiative is not aimed simply at lowering the legal drinking age
- ❑ Rather, the Initiative asserts that “21” is not working as well as the public may think, that its unintended consequences are posing increasing risks to young people, and that it is time for a serious debate among our elected representatives about whether current public policies are in line with current realities.



# Questions???

## □ Panel Members

- *Dr. Edward F.D. Spencer*
- *Chief Wendell Flinchum*
- *Mr. Chris MacDonald*
- *Captain Bruce Bradbery*
- *Mr. Ron Shidemantle*
- *Mr. Rick Sparks*
- *Dr. Steve Clarke*
- *Ms. Frances Keene*

**Committee Minutes**  
**ACADEMIC AFFAIRS COMMITTEE**

**Smithfield Room**  
**The Inn at Virginia Tech and Skelton Conference Center**  
**9:00 a.m.**  
**June 1, 2009**

**Board Members Present:**

Chair: Lori L. Wagner

Members: Linsey Barker, Shelley Duke, Douglas R. Fahl, Sandra Stiner Lowe

**Guests:**

Karen P. DePauw, John E. Dooley, Patricia B. Hyer, Mark G. McNamee, Ellen W. Plummer, Robert W. Walters, Teresa Wright, Daniel A. Wubah

**CLOSED SESSION:**

The committee approved a resolution to move into closed session to consider appointments to emeritus status, a special faculty leave, appointment to an endowed professorship, recommendations for promotion, tenure and continued appointments, and ratification of the personnel changes report.

**All recommendations and resolutions were unanimously approved. The session was formally certified and the committee moved to open session.**

**OPEN SESSION:**

**1. Welcome.**

Dr. Lori Wagner welcomed staff and guests. Dr. Wagner shared that the committee met with faculty members and graduate students over breakfast and discussed interdisciplinary research activities.

**2. Approval of Minutes.**

Ms. Sandra Stiner Lowe requested that a change to the minutes be made to clarify her contact with prospective students. A motion was made and passed unanimously to approve the March 23, 2009 minutes as amended.

**3. Report of Closed Session Action Items.**

Actions taken in the committee's closed session were reported. The resolutions presented to the committee were unanimously approved.

#### **4. Provost's Update.**

Dr. Mark McNamee updated the committee on the search for a Dean for the College of Agriculture and Life Sciences. Finalists have been identified and the search is on track for completion this summer.

Questions raised by an external group this spring led to internal as well as external concerns about the university's commitment to diversity and requirements related to promotion and tenure. The president and Dr. McNamee met with faculty members, students, and staff to reaffirm the university's commitment to inclusive excellence, and to address false characterizations of the process by the external groups. The committee discussed ways to better communicate the university's considerable diversity efforts and to portray more positive student experiences to the public.

The university's 2009 Day of Remembrance was held April 16. Day of Remembrance participants have expressed appreciation in being involved in the university community's efforts to remember the lives lost.

Efforts continue to progress towards provisional accreditation for the Virginia Tech Carilion Medical School. Recruitment and enrollment procedures for students for 2010 are in place and ready to launch when accreditation is received.

#### **5. Inclusive Excellence.**

Dr. Karen Sanders, associate vice president for academic support services and Dr. Barry Simmons, director of scholarships and financial aid, provided the committee with an update on the Virginia Tech Presidential Scholarship Initiative. The goal of the initiative is to reward and assist academically talented, low-income high school students from Virginia who demonstrate persistence and a commitment to academic excellence. The competitive scholarship includes a renewable, four-year financial package that covers tuition, fees, room, and board. For the fall 2009 academic year, 61 students from across the Commonwealth and from varied ethnic and racial backgrounds have been awarded Presidential Scholarships and will be enrolled in all eight colleges. To remain eligible for the scholarship, students are expected to maintain a cumulative GPA of 2.75 or higher, engage in enrichment activities and contribute positively to the university community. The committee discussed ways in which to strengthen the message of promoting academic excellence provided by the Presidential Scholarship Initiative. Using scholarship language, rather than using the word 'grant' will insure that it is clear that the award is based on merit. In addition, referring to students who receive the award as 'scholars' underscores the academic strengths and contributions of these students.

#### **6. Strategic Enrollment Management.**

Dr. Daniel Wubah, vice president and dean for undergraduate education, provided a demographic profile of the incoming freshman class. There were 21,201 applicants for admission, which is even higher than last year's record. 12,947 offers were made; fewer offers were made than last year in an effort to keep the freshman class at 5,025 students. As of May 28, about 5,000 students accepted admission. The mean high

school grade point average is 3.94 and the mean SAT score for accepted students is 1250; both of these metrics are slightly higher than last year's record. So far 1,497 out-of-state students have accepted offers of admission, close to the goal of 1,525. 835 transfer students accepted admission, which is less than the goal of 952. It is expected that the number of acceptances from out of state students and transfer students will increase over the summer and goals will be met. While at this time the number of African American students is about the same as last year or down slightly, the expectation is that additional acceptances will occur over the summer and admissions goals will be met (for example, not all student athletes are accounted for in these figures). There is a significant increase to date in acceptances from Hispanic and Native American students, resulting in an increase in the total number of students from underrepresented groups. Dr. McNamee noted that the Undergraduate Admissions Advisory Committee met and reviewed undergraduate admissions process and plans for the year. Dr. Lori Wagner commended the group for effectively and successfully managing this year's undergraduate admissions processes.

## **7. Global Strategies.**

Dr. John Dooley, vice president for outreach and international affairs, updated the committee on renovations made to the Center for European Studies and Architecture (CESA) located in Riva San Vitale, Italy. Renovations include upgrades to classrooms, the library, and creating multipurpose areas for use by students and faculty. The project aims to reduce costs and improve the functionality of CESA.

The committee was provided information about the International Faculty Development Program designed to develop faculty expertise and leadership in international education, research and outreach. One faculty member from each college is nominated by the dean and participates in monthly sessions on internationalization. The most recent program focused on an intensive field experience in Chile to explore program collaborations with the University of Austral/Valdivia Católica University (in Santiago) and the Comisión Nacional de Investigación Científica y Tecnológica (CONCIYT, the national scientific and research agency).

Dr. Dooley introduced the ten Hubert H. Humphrey Fellows being hosted by Virginia Tech. The Fellows are scholars and administrators in a variety of professions and disciplines from ten different countries who are working on advancing their English language proficiency and understanding of U.S. higher education, while benefitting from interactions with Virginia Tech faculty, students, and staff. The program is a signature initiative of the Virginia Tech Language and Culture Institute. The Fellowship is a Fulbright exchange activity, with primary funding provided by the U.S. Congress through the U.S. Department of State's Bureau of Educational and Cultural Affairs.

## **8. Faculty Affairs.**

**Resolution for Approval of Delegation of Authority for Selected Faculty Personnel Actions.** This is a joint resolution shared with the Finance and Audit Committee. The resolution proposes to streamline the personnel report provided to the board at each meeting. The revised personnel report will focus on appointments to senior-level

administrative positions and to tenure-track (or continued appointment track) faculty positions, and significant changes in compensation. Routine actions consistent with policies in the annual compensation plan would no longer be included. The board will continue to approve personnel actions with significant or strategic impact on the institution. The report will include actions taken during the previous quarter.

**A motion was made and seconded to approve the Resolution for Approval of Delegation of Authority for Selected Faculty Personnel Actions with guidelines amended to reflect that the board will see off-cycle adjustments at 10% or higher. The resolution passed unanimously.**

## **9. Academic Initiatives.**

### **a. Resolution for Approval of the Master of Public Health (MPH) Degree.**

The proposed 42-credit professional Master of Public Health (MPH) program will create and deliver knowledge and skills for the study, evaluation, maintenance, improvement and protection of health of populations and communities. The program will be administered by the College of Veterinary Medicine with participation from faculty in a variety of other disciplines. Collaboration with the Virginia Tech Carilion School of Medicine is anticipated. The two concentrations in the proposed program are public health education and infectious disease. 40 students per year will be prepared for jobs such as infectious disease specialist, epidemiologist, public health preparedness specialist, communicable disease investigator, environmental health specialist, and health/community/public health educator.

**A motion was made and seconded to approve the Resolution on the Master of Public Health (MPH) Degree. The resolution passed unanimously.**

**b. Update on Southern Association of Colleges and Schools (SACS) Accreditation Process.** Dr. Daniel Wubah provided the committee with an update on the on-going efforts to prepare the university for its reaccreditation. To gain or maintain accreditation an institution must meet certain requirements and comply with a set of standards established by the SACS Commission on Colleges (COC). Standards apply to every aspect of the institution and require detailed and thorough self-study and documentation. Virginia Tech initiated the current SACS efforts in 2007 by establishing an office dedicated to supporting the self study documentation efforts. A significant component of the process is the identification of the Quality Enhancement Plan (QEP) and dedicating institutional resources to its completion. Upcoming deadlines for the university include submitting the comprehensive self study report in September 2009. The off-site review by the COC will occur in December 2009. The COC on-site review will occur in March of 2010 with the expectation that the university's accreditation will be reaffirmed by December 2010.

## **10. Approval of 2009-2010 Pratt Fund Budgets.**

The committee reviewed the 2009-2010 Pratt Fund budgets for Engineering and Animal Nutrition; this item is a joint resolution with the Finance and Audit Committee. The Pratt Fund provides funding for programs in both the College of Engineering and animal

nutrition programs in several departments, primarily in the College of Agriculture and Life Sciences. For 2009-2010, the College of Engineering proposes expenditures of \$985,000. Expenditures of \$1,295,140 are anticipated for animal nutrition programs in 2009-2010.

**A motion was made and seconded to approve the 2009-2010 Pratt Fund budget. The resolution passed unanimously.**

**Adjournment.**

There being no further business, the meeting adjourned at 11:50.

**RESOLUTION FOR APPROVAL OF  
THE MASTER OF PUBLIC HEALTH (MPH) DEGREE**

**WHEREAS**, the mission of the proposed professional Master of Public Health (MPH) program is to create and deliver knowledge and skills for the study, evaluation, maintenance, improvement and protection of health of populations and communities; and

**WHEREAS**, the proposed MPH program provides an opportunity to address serious community health deficits and disparities in southwestern Virginia and the Appalachian region as a whole, through professional preparation of the public health workforce and engagement in research and outreach; and

**WHEREAS**, the 42-credit professional degree program will have two concentrations in public health education and in infectious disease, and will draw upon faculty expertise available in veterinary medicine, the School of Education, statistics, human development, food science and technology, entomology, and others; and

**WHEREAS**, professional training in public health is a complementary field of study for students in veterinary medicine and in human medicine, and the MPH is a sought-after related credential for students enrolled in DVM and MD programs; and

**WHEREAS**, the creation of this program by Virginia Tech in collaboration with the new Virginia Tech Carilion School of Medicine reflects the efforts of the two institutions to enhance a mutually beneficial partnership; and

**WHEREAS**, the Association of Schools of Public Health estimate that nearly three times the current number of graduates are needed over the next 12 years to replenish the public health workforce; and

**WHEREAS**, the proposed program with two concentrations will prepare students for such jobs as infectious disease specialist, epidemiologist, public health preparedness specialist, communicable disease investigator, environmental health specialist, and health/community/public health educator;

**NOW, THEREFORE, BE IT RESOLVED**, that the proposed Master of Public Health degree program be approved by the Board, and forwarded to the State Council of Higher Education for Virginia (SCHEV) and the Southern Association of Colleges and Schools (SACS) for their review and approval, with an anticipated start date of summer 2010.

**RECOMMENDATION**

That the Master of Public Health degree program proposal be approved.

June 1, 2009



## **Master of Public Health (MPH)**

### **Program Overview:**

Building and maintaining a sufficiently large and appropriately trained public health workforce is paramount to the health of all Americans. The nation faces great health challenges resulting from increasing rates of preventable conditions like diabetes and obesity, health disparities related to poverty and ethnicity, and the re-emergence of infectious diseases due to globalization, climate change and other factors. While the need has grown, the public health workforce has actually been shrinking over the last three decades and is substantially smaller than it was in 1980.

Virginia ranks 20<sup>th</sup> out of 50 states in America's Health Rankings on major health determinants and health outcomes. Southwest Virginians, however, are less healthy than Virginians in general -- they die more often from preventable diseases and injuries. Serious health deficits and disparities affecting individual well-being and the economic viability of communities, especially in rural settings, have been recently documented for Southwest Virginia and the Appalachian region.

Building on its existing strength in health education and infectious disease, Virginia Tech proposes to develop a professional Master of Public Health (MPH) degree program in collaboration with the Virginia Tech Carilion School of Medicine. The program will offer two concentrations: Public Health Education and Infectious Disease. The program's mission is to create and deliver knowledge and skills for the study, evaluation, maintenance, improvement and protection of the health of populations and communities, and to train future public health leaders for Virginia and the nation. The program will be administered through the College of Veterinary Medicine. It will address crucial and global 'One-Health' issues related to food safety and food security, and human interactions with animal populations (livestock, companion animals, wildlife) and the environment that impact public health. Integrating and expanding Virginia Tech's public health offerings in collaboration with the Virginia Tech Carilion School of Medicine will effectively and efficiently address some of the most critical public health and health care education needs of Southwest Virginia, and advance public health practice in Virginia, across the United States and the globe.

### **Program Curriculum and Delivery:**

Core competencies to be acquired in the forty-two credit professional MPH degree program include knowledge and skills in areas of general public health, epidemiology, biostatistics, environmental health sciences, health services administration, and social and behavioral sciences, complemented by at least four courses in the concentration and one or more general elective courses. The practicum provides a structured experience to assess students' mastery of competencies and their ability to apply course content to practice. The MPH final capstone project will be a research paper, thesis or electronic portfolio. Full-time students can complete the program in twenty-one months. Most courses will be

delivered in more than one mode, i.e. in classroom mode as well as in synchronous or asynchronous distance education (e-learning) modes.

### **Requirements for Admission:**

The program will be open to qualified students with bachelor's degrees, as well as to medical students of Virginia Tech Carilion School of Medicine and veterinary students of the Virginia-Maryland College of Veterinary Medicine in a dual degree track. Mid-career medical, nursing, or veterinary professionals wanting to add public health expertise or the professional MPH credential may also enroll on a full or part-time basis. The time line calls for enrollment of the first cohort of students by summer 2010. A total of forty new students will be admitted to the program each year when at full operational capacity in approximately five years.

Virginia Tech Graduate School admission criteria, a minimum score of 1000 on the GRE quantitative and verbal sections combined, and Test of English as a Foreign Language minimum scores for foreign students are required for admission into the program. Previous work experience in health related fields will be considered favorably for admission into the program.

### **Program Learning Outcomes/Competencies:**

The MPH program will be guided by a set of required competencies closely aligned with those developed by the Association of Schools of Public Health that include:

- Five core discipline areas (Biostatistics, Environmental Health Sciences, Epidemiology, Health Policy Management, and Social and Behavioral Sciences)
- An integrated interdisciplinary, cross-cutting set of overall competency domains (Communication and Informatics, Diversity and Culture, Leadership, Professionalism, Program Planning, Public Health Biology, and Systems Thinking)

All students upon completion of the program are expected to demonstrate mastery of the following learning outcomes:

- 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 disciplines in solving community health 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.

All students, in addition, will be required to master learning outcomes specific to their chosen specialization in either Public Health Education or Infectious Disease.

### **Assessment of Learning Outcomes:**

Performance measures will be developed to assess student mastery of competencies and readiness for a career in public health. Students will be assessed on their demonstrated mastery of the core and concentration-specific competencies and learning objectives through three major modalities: coursework, practicum and the capstone experience. The practicum and capstone experience will demonstrate an integration of learning, an application of knowledge to real community health problems, and an understanding of the profession. Each course syllabus lists the relevant competencies and the course specific learning objectives. Assessments will be conducted by teaching faculty, each student's faculty advisory committee, as well as practicum preceptors.

### **Program Benchmarks:**

Program goals will be congruent with the Council on Education for Public Health (CEPH) accreditation requirements, with accompanying evaluation measures and benchmarks:

- Sustainable enrollments in the MPH program and satisfaction of graduates with the program as measured by post-graduation surveys;
- Graduation of highly qualified professionals who make significant contributions to the field of public health as measured by employer surveys of graduates;
- Development of partnerships between Virginia Tech and public and community health agencies that lead to additional academic (instructional, research and outreach) collaborations;
- Acceptance by CEPH into pre-accreditation status (Fall 2010), and final accreditation by the CEPH for 2<sup>nd</sup> graduating class (Spring 2013)

Program staff will periodically evaluate the program's progress in meeting its goals and will meet regularly with the program's Advisory Board for effective oversight. Stakeholders, including current students, alumni, faculty, community leaders, and employers, will be asked for feedback. The program will be reviewed on a regular cycle as a part of the Graduate School periodic Program Review.

### **Employment Demand:**

Schools and programs of public health will have to train three times the current number of graduates over the next 12 years to replenish the public health workforce in order to avert a workforce crisis, according to the Association for Schools of Public Health (2008). According to the U.S. Department of Labor Bureau of Labor Statistics, "employment of 'health educators' is expected to grow

much faster than the average for all occupations and job prospects are expected to be favorable.” Public health problems in Southwest Virginia will require more graduate-trained public health professionals to develop and implement appropriate public health programs. The work of Planning Districts and Community Services Boards, which includes local inpatient services, outpatient and case management services, day support services, residential services, and prevention and early intervention services, will be enhanced by a stronger, local public health workforce.

A master’s degree is required for most health educator positions. Examples of job titles for which MPH graduates will be qualified include public health infectious disease specialist, epidemiologist, public health preparedness specialist, communicable disease investigator, environmental health specialist, health officer, health and public health educator, community health educator, health promotion specialist, public health nurse, public health physician and public health veterinarian. Median annual earnings of health educators were \$42,920 in 2007. Federal and state positions for public health veterinarians advertised in January 2009 had salary ranges from \$56,000 to \$110,000. Salaries for positions advertised in January 2009 for physicians holding an MPH degree ranged from \$90,000 to \$150,000.

#### **Student Demand:**

Graduate students currently enrolled in the MSED in Health and Physical Education, Health Promotions track, were surveyed as to whether or not they would have preferred the MPH degree instead of the MSED degree. Of students completing the online survey (December 2008), 65% would have preferred the MPH degree rather than the MSED degree. [The School of Education has recently proposed phasing out the current Health Promotions track in keeping with its strategic priorities in K-12 education with a particular focus on science, mathematics, and technology.]

The coordinator of the current health promotions program, as well as the admissions office of the College of Veterinary Medicine have received an increasing number of inquiries about the availability of a professional MPH degree at Virginia Tech. The program is also of considerable interest to medical students since the MPH degree is the most common second degree sought by physicians.

#### **MPH Programs at Other Virginia Institutions:**

The Commonwealth of Virginia currently has three CEPH-accredited public health programs at the University of Virginia, Virginia Commonwealth University, and a joint degree program at the Eastern Virginia Medical School and Old Dominion University. A fourth non-accredited program is to start Fall 2009 at George Mason University. No MPH program is offered in Southwest Virginia.

## **Committee Minutes**

### **THE BUILDINGS AND GROUNDS COMMITTEE**

#### **Solitude Conference Room**

**June 1, 2009**

**Board Members Present:** Mr. John R. Lawson, Rector; Mr. James R. Smith; Chair; Dr. Calvin D. Jamison, II; Mr. James W. Severt, Sr.; Dr. Hardus Odendaal – Faculty Senate President; Mr. Thomas L. Tucker – Staff Senate President

**VPI & SU Staff:** Dr. Charles W. Steger, Dr. Sherwood G. Wilson, Mr. Michael Coleman; Ms. Lynn Eichhorn; Mr. Z. Scott Hurst; Ms. Elizabeth Reed; Ms. Linda Woodard; Dr. Richard Benson; Mr. Kevin Bishop; Ms. Kim Blair; Mr. Bob Broyden; Ms. Vickie Chiocca; Ms. Angela De Soto; Mr. David Dent; Dr. Elizabeth Flanagan; Dr. Lance Franklin; Ms. Kimberly Haines; Dr. Larry Hincker; Dr. Richard Hirsh; Ms. So-Young Hong; Mr. Rob Lowe; Mr. Jim McCoy; Mr. Justin Mosby; Ms. Vickie Mouras; Mr. Mike Mulhare; Ms. Teresa Mulligan; Ms. Bobbi Myers; Dr. John Randolph; Dr. Ed Spencer;

**Guests:** Mr. Eric Peterson and Dr. Rhett Whitlock from Whitlock Dalrymple Poston and Associates, P.C.

- 1. Tour and Presentation on Hokie Stone:** The Committee was briefed on the economics of Hokie Stone and alternatives during a tour of the Virginia Tech Quarry. Equipment and processes for breaking and cutting stone were described. Hokie Stone assembly mockup walls, including the new concept for four-inch nominal Hokie Stone and manufactured Hokie Stone, were displayed. The Committee received a presentation by Whitlock Dalrymple Poston & Associates on design improvements resulting from the use of nominal Hokie Stone. Advantages in construction will include reduction in efflorescence, reduced schedule for laying stone, and increased quarry productivity. It is projected that there will be a one third increase in stone production for the same cost. The Visitors and Undergraduate Admissions Center will be the first building using this new process.
- 2. Approval of Minutes:** The minutes of the March 23, 2009 meeting were unanimously approved.
- 3. Discussion on Aesthetic Architectural Design Standards:** Mr. Lawson expressed a desire for the University to create architectural design standards that address greenspace requirements, pedestrian friendly design, sustainability, landscaping, collegiate gothic architecture principles, and other elements that provide guidance to architects engaged by the University. Committee members emphasized the importance of Virginia Tech's unique architectural brand and the need for standards that will support adherence to key principles that guide future Building and Grounds Committees. Copies of "A Catalog of Architectural Ornament" were provided to the Committee. Dr. Wilson noted that the University Architect is responsible for ensuring that design standards are incorporated in new buildings. In the future, Mr. Hurst will provide the Committee with preview design sketches prior to the development of more detailed drawings that are presented for the Committee's approval in the design review of new buildings. Mr. Hurst

briefed the Committee regarding the plans to develop aesthetic standards to guide the design of campus architecture. He noted that a consultant will be engaged to assist in this task. He will report further on progress at the August BOV meeting.

4. **Resolution on Demolition of University Buildings:** The University requested approval to demolish several buildings on University property. The buildings are generally in poor condition and uneconomical to repair. The designated buildings include one tenant residence located at the Hampton Roads Agricultural Research and Extension Center, two tenant residences at Catawba Farm, and one tenant residence at the Middleburg Agricultural Research and Extension Center. The Committee recommended for full Board approval the resolution authorizing Virginia Tech to demolish the designated buildings.
5. **Resolution on Appointments to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority:** The Authority desires to amend and extend until July 1, 2059 the term of its Articles of Incorporation in connection with the defeasance and refunding of its debt. Therefore, it is necessary to appoint or reappoint members of its Board of Directors. The Town of Blacksburg and Virginia Tech recommended Raymond D. Smoot, Jr., Lucius M. Merritt, Jr., William R. Cook as joint appointments and Michael J. Coleman for appointment as University representative to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority. The Committee recommended for full Board approval the extension of the Authority's Articles of Incorporation until July 1, 2059, and the appointments and terms of Raymond D. Smoot, Jr., Lucius M. Merritt, Jr., William R. Cook, and Michael J. Coleman.
6. **Resolution on Appointment to the Blacksburg-Christiansburg-VPI Water Authority:** Virginia Tech requested the appointment term for Sherwood G. Wilson as University representative on the Blacksburg-Christiansburg-VPI Water Authority be extended to August 31, 2010. The Committee recommended this appointment for full Board approval.
7. **Report on University Sustainability Initiatives:** Mr. Michael Coleman, Associate Vice President for Facilities Services, reported on the accomplishments achieved this past year with regards to the University's sustainability initiatives, including the development of the climate action commitment and sustainability plan. Virginia Tech improved its rating from the previous year a full grade point to a B-, and received an A rating in the new Student Involvement category. Specific actions in energy management, LEED certification for new buildings, stormwater management, transportation, and recycling were described. Virginia Tech's tree planting event received the 2009 Governor's Environmental Excellence "Bronze" Award in the Environmental Project (Government) category. The University also participated in and hosted a number of significant sustainability activities.
8. **Resolution on Virginia Tech Climate Action Commitment:** Dr. Wilson provided a brief historical overview regarding the decision to develop a University Climate Action Commitment instead of adopting the national President's Climate Commitment. On April 25, 2008, President Steger charged the Energy and Sustainability Committee to develop a draft Virginia Tech Climate Action Commitment specific to the University and a resolution for University Council action prior to the end of the 2009 spring semester. The Virginia Tech Climate Action Commitment and Sustainability Subcommittee, chaired by Professor John Randolph, included broad representation of students, faculty, and

staff. Dr. Randolph described the commitment and noted that it is a set of goals and actions that address a wide range of issues related to campus sustainability, including facilities infrastructure and operations, student and staff culture and behavior, and academic programs. The commitment sets the campus toward a goal of reduced energy use and accompanying savings of utility and fuel costs and carbon emissions. Because of the engagement of the entire campus in its development, the commitment and plan are poised for implementation, which sets Virginia Tech apart from many other universities. The Committee recommended the Virginia Tech Climate Action Commitment for full Board approval.

9. **Design Review of Owens Food Court and West End Market Food Court Renovations:** Owens and West End Market Food Court are existing facilities, located across from the University Bookstore and north of Cochrane Hall, respectively. The Owens Food Court will have minor interior renovations in the food service area to improve functionality. The West End Market Food Court project provides a 6,500 gross square foot expansion and renovation of the existing back-of-house space, to include expansion of storage and delivery/staging areas, expansion and renovation of kitchen and food preparation areas, and addition of approximately 100 seats to the dining area. The Committee approved the revised design.
10. **Capital Project Status Report:** The Committee received an update on the status of several capital projects in design, in the construction procurement process, under construction, recently completed, and pending. Twenty projects are in the design phase, 1 project is in the construction procurement process, 11 projects are under construction, and 2 projects are pending.
11. **Discussion on Siting Criteria for Signature Engineering Building and Academic and Student Affairs Building:** Mr. Hurst reported on the criteria used for selecting the sites for the Signature Engineering Building and the Academic and Student Affairs Building. The siting for the Signature Engineering Building occurred after the completion of the 2006 Master Plan but is consistent with the Plan. The University Architect worked closely with the College of Engineering on siting of the new building, including the desire for a high visibility location, proximity to other Engineering buildings consistent with an Engineering “precinct concept”, and opportunities for future expansion. There was interest in enabling faculty interaction across departments. The University was interested in placing the building at a location that serves as a gateway to the core campus and the Engineering precinct. Dean Benson noted that the College strongly supports this location for the reasons noted.

The location for the Academic and Student Affairs Building was included in the 2006 Master Plan. This will become the primary dining facility for the north side of campus, replacing Schultz Dining Hall, and will become the dining facility used by the Corps of Cadets. This building will include new classrooms, replacing space lost from Norris Hall. An additional programming component considered in the siting of the building is an easily accessible location for the Office for Services for Students with Disabilities. Other sites were considered, but significant infrastructure costs created obstacles. The Committee asked about the appropriateness of a dining facility in close proximity to academic buildings. Dr. Spencer noted that students have requested a dining hall located in the midst of the core academic area. The Committee endorsed the siting of the two buildings with the provision that the designs will be consistent with the University’s aesthetic design standards.

The Committee asked for an update of the airport and CRC expansion project, future infrastructure development, the construction of the new interchange, and the University's longer term transportation and parking plan. Mr. Hurst noted that the University has plans to become more bicycle-friendly.

**12. Joint Meeting with the Finance and Audit Committee:** The Committee held a joint meeting with the Finance and Audit Committee on two agenda items: discussion of Capital Project Construction Costs, and approval of the 2010-2016 Capital Outlay Plan. The Committee deferred to the Finance and Audit Committee for full Board approval and authorization.

There being no further business, the meeting adjourned at 11:15 a.m.





# Modifications to Hokie Stone Quarrying Methods

Engineering and Construction Impact

# Summary of Improvements

- Targeting a consistent 4" nominal thickness.
- Top and bottom bedding planes saw cut.
- Nominal 4" stone unit heights (4", 8", 12").
- Improved stone squareness.

# Design Advantages

- Reduction in unit thickness
  - Thinner wall sections
  - Greater plan area of building
  - More consistent with brick veneer
  - Flashing design more easily accomplished

# Design Advantages

- Reduction in unit weight
  - Reduction in supporting member sizes
  - Reduced foundation loads
  - Reduced seismic forces



# Construction Advantages

- Reduction in stone preparation time
  - Less cutting of stone on site
  - Fewer masons necessary in work area
  - Reduction in supply bottlenecks due to less field cutting

# Construction Advantages

- Increased productivity in masonry lay-up
  - Virtually no shimming and chocking required
  - Lighter stones to set
  - Reduction in pattern complexity
  - Greater vertical production capability
  - Reduced scaffold loads

# Construction Advantages

- Improved water penetration resistance
  - Thinner bed joints
  - Better tooling surfaces
  - Less movement after setting stone
  - Better access to masonry head joints

# Construction Advantages

- Reduction in Efflorescence Potential
  - Less water in cavity
  - More uniform cavity conditions
  - Less mortar bridging and damming
  - Better inspection conditions



# Construction Advantages

- Reduction in Critical Path Schedule
  - Less time on project
  - Faster vertical production

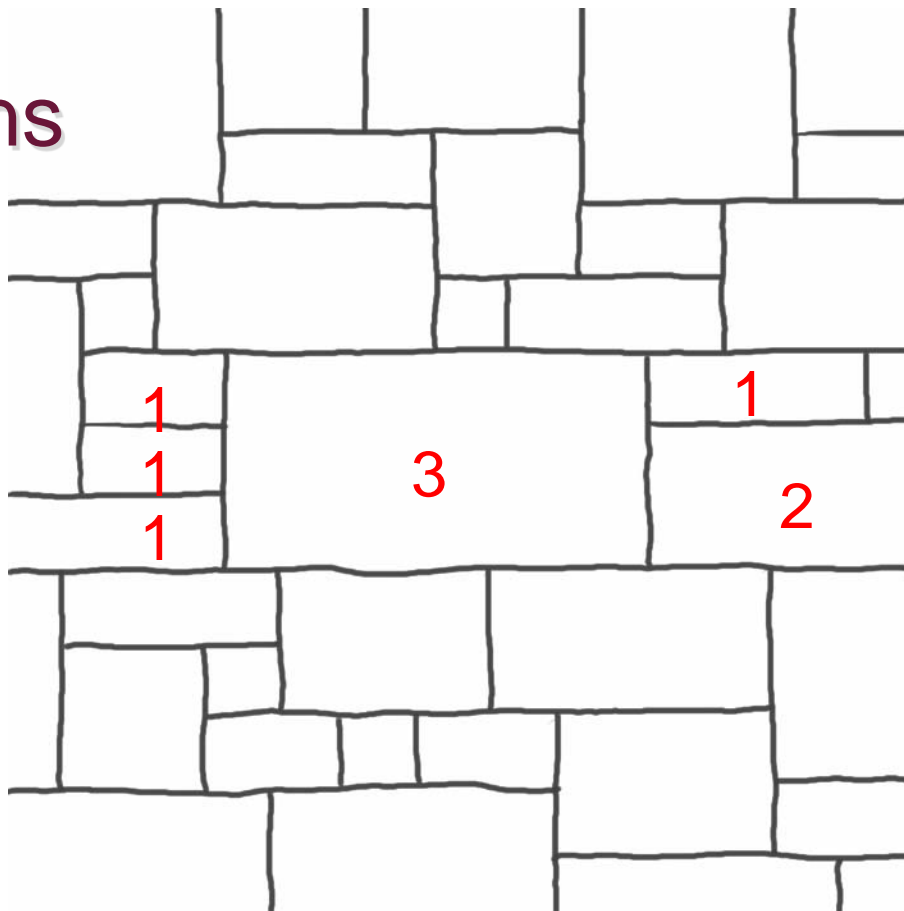
# Overall Impact to University

- Aesthetic Changes
  - Better orientation of joints
  - Cleaner stone edges and wall corners
  - Still consistent with historic Hokie Stone Patterns

# Hokie Stone Patterns

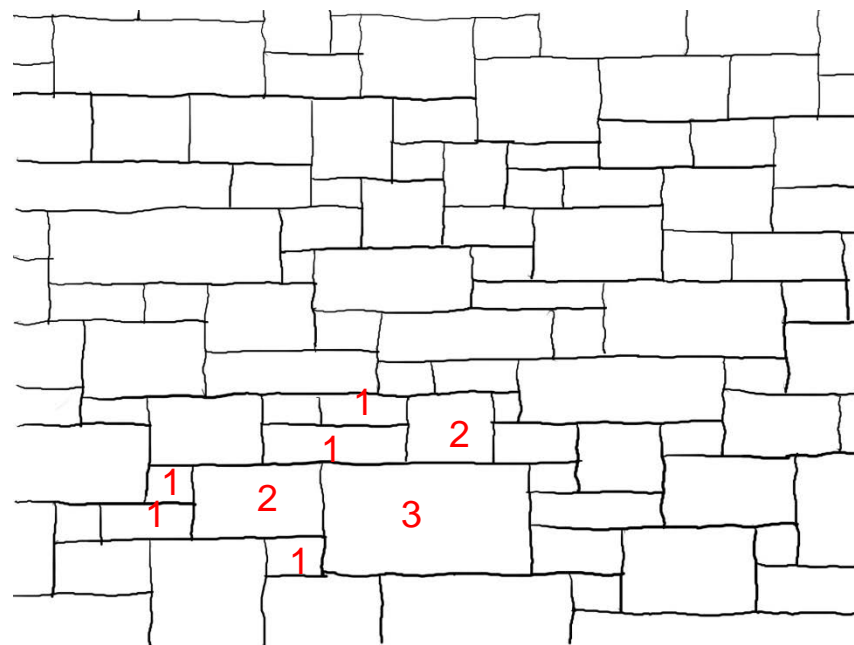
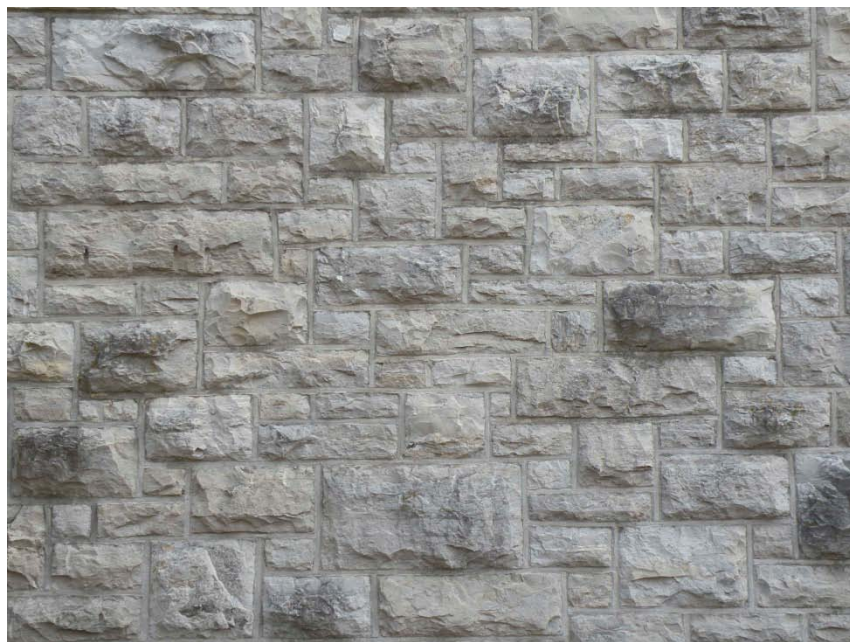
## Three-height Ashlar Pattern

- Williams Hall
- Johnson Hall
- Newman Hall
- Agnew Hall
- War Memorial Gym
- Burruss Hall



# Hokie Stone Patterns

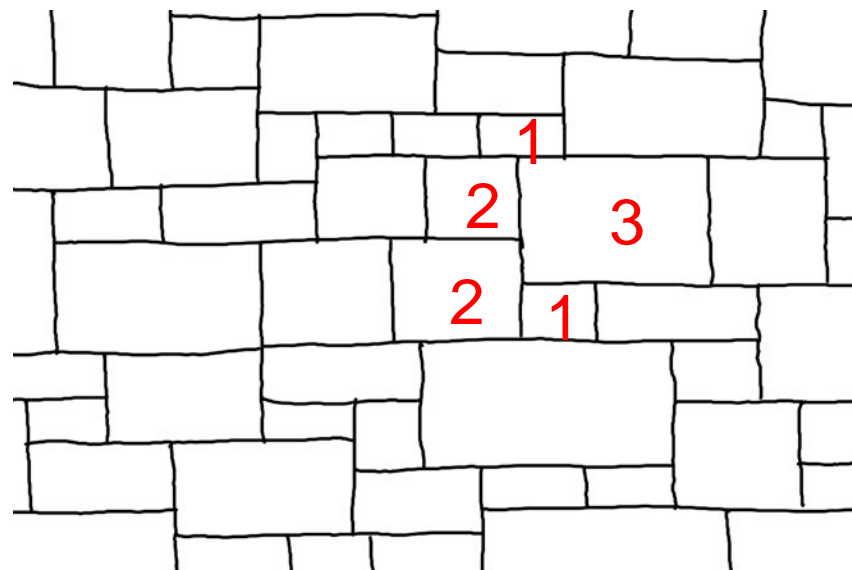
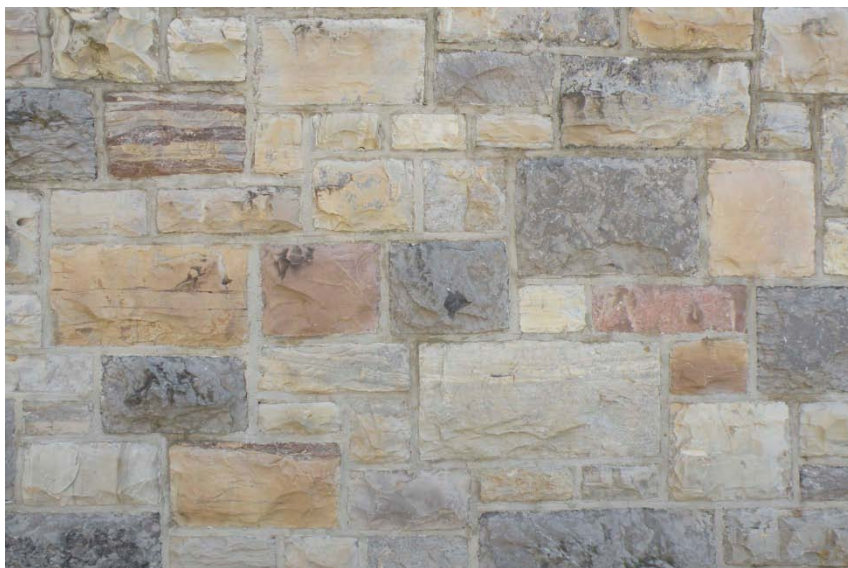
## Williams Hall - 1953





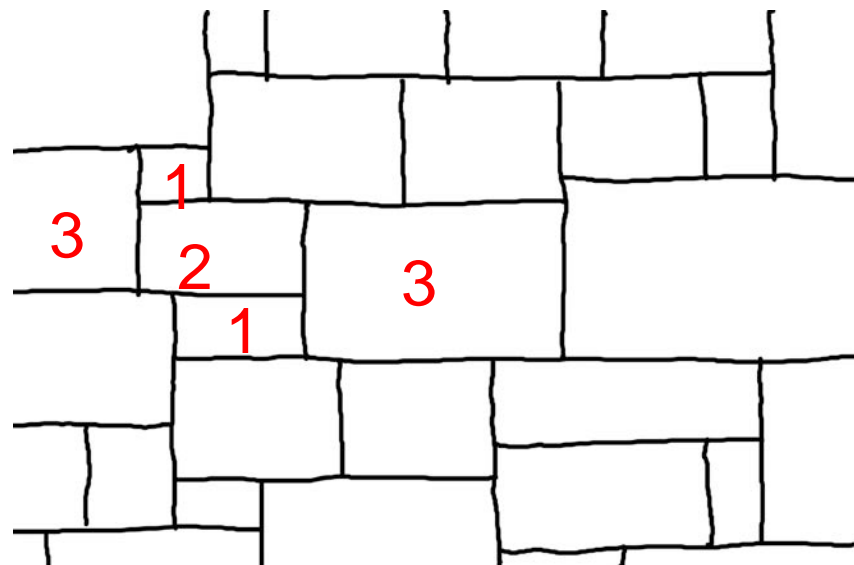
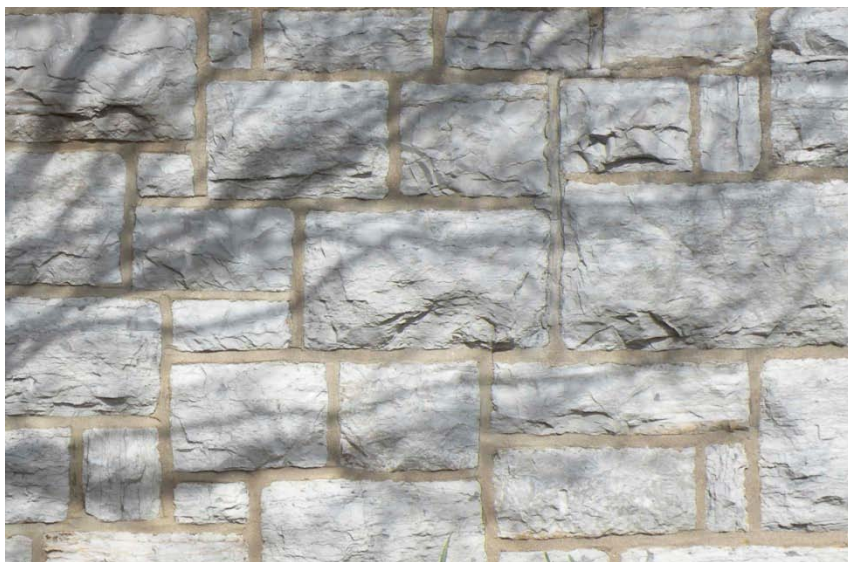
# Hokie Stone Patterns

## Johnson Hall - 1964



# Hokie Stone Patterns

## Burruss Hall - 1934



# Overall Impact to University

- Increased Quarry Production
  - Less stone waste
  - Greater square footage per ton of rock blasted
  - Less hand trimming
  - Cost for current method of cutting Hokie stone compared to the new method
    - Current method, \$440 for 30 square ft
    - New method, \$440 for 40 square ft



# Overall Impact to University

- Increased Masonry Trade Production
  - 30-50% increase in stone installation rate (approximately 27-32 sf/day/mason versus 21 sf/day/mason)
  - Potential reduced secondary costs (crew size, storage, scaffold, general conditions)
  - Reduction in schedule times
  - Less mortar consumption



# Conclusion

Overall, these quarry operation modifications should offer the University significant returns over the initial outlay for the new quarry equipment and improve the quality of the masonry construction while simultaneously meeting the demand for increased production.

# Cost Analysis Hokie Stone 8" vs. 4"

LIFE SCIENCES I						
Description of Work	Unit	Unit Cost	Quantity (SF)	Total Cost of Work <sup>1</sup>	Anticipated Savings w/ 4"	Anticipated Cost w/ 4"
Quarry Stone	SF	\$ 14.67	33,266	\$ 487,894	\$ 121,974	\$ 365,920
Stone Installation	SF	\$ 30.00	21,500	\$ 645,000	\$ 215,000	\$ 430,000
Drainage Materials & Ties	SF	\$ 3.50	63,647	\$ 222,765	\$ 0	\$ 222,765
Wall Footings	CY	\$ 400.00	300	\$ 120,000	\$ 24,000	\$ 96,000
Cavity Wall Insulation	SF	\$ 0.85	63,647	\$ 54,100	\$ 0	\$ 54,100
Cleaning and Protection	SF	\$ 0.45	21,500	\$ 9,675	\$ 0	\$ 9,675
Exterior CMU Backup	SF	\$ 13.00	25,503	\$ 331,539	\$ 0	\$ 331,539
				<b>\$ 1,870,972</b>		<b>\$ 1,509,999</b>
				<b>Anticipated Savings %</b>		<b>20 %</b>
				<b>Anticipated Savings</b>		<b>\$ 360,973</b>

## Annual Report on University Sustainability Initiatives

### THE BUILDINGS AND GROUNDS COMMITTEE

June 1, 2009

#### **Virginia Tech Climate Action Commitment and Sustainability Plan:**

- On April 25, 2008, President Steger charged the Energy and Sustainability Committee to develop a draft Virginia Tech Climate Action Commitment and Sustainability Plan (VTCAC) by the end of the 2008 fall semester for presentation to the Commission on University Support. He directed the draft plan be reviewed utilizing the university governance structure. His goal was for the University Council to act on the resolution prior to the end of the 2009 spring semester.
- To develop the draft plan, the Energy and Sustainability Committee established the VTCAC Subcommittee and Professor John Randolph (Chair, Urban Affairs & Planning, CAUS), served as the Chair. The Subcommittee consisted of 20 members with faculty, staff, and student representation from appropriate activities campus wide.
- The University Council recommended approval of the Virginia Tech Climate Action Commitment Resolution on April 22, 2009 (Earth Day).

#### **Virginia Tech received an overall B- rating from the Sustainable Endowments Institute for the 2009 Campus Sustainability Report Card:**

- 300 colleges and universities in the United States and Canada were rated.
- Virginia Tech was one of just 33 institutions to have their overall rating increased by at least one full letter grade.
- Virginia Tech received an A rating in the Student Involvement category (one of 48 institutions to receive an A rating in this new category for 2009), an A rating in Transportation (same as last year), a B rating for Food and Recycling (a two letter grade increase), a B rating in Green Buildings and Energy (a one letter grade increase), a B rating in Administration (same as last year), and a C rating in Climate Change and Energy (same as last year). For the report and more comments see: [www.facilities.vt.edu/sustainability/images/SEI\\_Campus\\_Sustainability\\_Report\\_Card\\_2009.pdf](http://www.facilities.vt.edu/sustainability/images/SEI_Campus_Sustainability_Report_Card_2009.pdf)

**Energy Reductions:** The university has implemented energy efficiency measures. Specifically:

- Facilities Services initiated an RFP process in connection with the Virginia Department of Mines, Minerals, and Energy's Energy Service Companies (ESCO) Initiative. A tour with five vendors of specific campus buildings was conducted to identify energy conservation measures (ECM). Proposals for these ECM's were received in March 2009 and evaluated. Negotiations with the short listed vendors are in progress with the goal to adopt some of the recommend strategies during 2009.
- Installed a new condenser to the Steam Plant during the 2007-2008 heating season. Estimated cost savings of over \$1.83 million in fuel prices and additional electrical generation are being recognized.
- Implemented the increased use of the "free cooling" cycle on the various chilled water systems which results in electrical energy savings.

- Initiated a pilot program to raise the operating temperature of the central chilled water loop serving 22 academic buildings. Preliminary results indicate a 5% reduction in peak electrical demand may be possible, thus reducing peak electric demand charges.
- Implemented the winter temperature setting of 68 degrees F. campus wide which is projected to reduce energy use for heating by 8%. During the 2009 summer months, office temperatures will be set at 74 degrees F., with projected energy savings of 4%.
- A pilot program to turn off air handlers during the unoccupied hours (late night/early morning) controlled by the Building Automation System is currently being implemented. This effort has the potential to reduce 4 million HP of hourly fan capacity within 200 air handlers in approximately 50 buildings. Additionally, this would also reduce the thermal energy consumed in the past while operating.
- Steam Plant Boilers #8, #9, & #10 have been retrofitted with new low NOx burners and air controls which reduces nitrogen oxide emissions and improves efficiency.
- The portion of the new steam distribution piping with new insulation from the Steam Power Plant to the Career Services Building has been completed.
- Relamping of several residence halls and general assignment classrooms has been completed.

#### **Stormwater Management:**

- Continued implementation of innovative stormwater practices such as: bio-retention cells, vegetative filter strips, minimizing impervious surfaces, and green roofs.
- Partnering with the Town of Blacksburg to help ensure that the upper reaches of the Stroubles Creek and Webb Branch watersheds are managed effectively.
- The university and its consultant is continually developing and updating a detailed hydrologic assessment of the campus, a calibrated model, and recommendations on areas where existing buildings can be retro-fitted to manage stormwater more effectively.

#### **Transportation Activities:**

- A 33% increase in Vanpooling and a 34% increase in the Bike, Bus, and Walk Program.
- Fleet Services replacing low mpg cars with high mpg cars. Current average is 29 mpg.
- Parking Services recently purchased a T3 electric vehicle.

**Recycling:** Significant initiatives and improvements made throughout the university to include:

- Culinary Services initiated “trayless” food service in their two “all you care to eat” dining facilities (D2 in Dietrick Hall, and Shultz Hall) reducing waste by some 30%.
- Student Programs initiated organics composting at its food preparation facility in January 2009, and anticipates service for all of its dining facilities this year.
- Mixed Paper recycling was implemented in all campus academic and administrative buildings, and expanded to off-campus facilities, including the CRC, Collegiate Square, and Gateway Center.
- Residence Life established a task force for establishing comprehensive and effective recycling in Residence Halls. For the third consecutive year, the university participated in “RecycleMania” with significant increases in all measurable categories.

- The YMCA coordinated “Y-Toss?” program involved more than 150 volunteers, collected approximately 80 tons of usable items from Student Move Out 2008, and saved the university about \$4,000 in landfill disposal fees.
- The Environmental Health and Safety Services Office continued to coordinate an “electronics waste” recycling event in October 2008, with estimated totals of 100,000 lbs of computers, etc.
- Stadium recycling of plastic bottles became a standard clean-up procedure for all games.

#### **Significant Sustainability Activities/Achievements:**

- Third Annual “Sustainability Week” was held October 20-25, 2008 and was hosted by the “Green Partnership” of Virginia Tech, the Town of Blacksburg, and the local citizens group Sustainability Blacksburg.
- “Sustainability Week 2008” was one of 40 concurrent session proposals selected for presentation at National Association of College and University Business Officers (NACUBO) 4<sup>th</sup> Annual Smart and Sustainable Campuses Conference at UMD, College Park, April 5-7, 2009.
- “Tree Campus USA” site selection by the Arbor Day Foundation and Toyota. Virginia Tech was one of only nine colleges and universities nationwide selected to host a Campus Tree Tour. We received 100 free native trees which were planted by over 200 volunteers during “Sustainability Week 2008.” The tree planting event received the 2009 Governor’s Environmental Excellence “Bronze” Award in the Environment Project (Government) category.
- Virginia Tech and the Virginia Sustainable Building Network co-hosted the Third Annual “Greening Virginia Universities and Colleges Conference during “Sustainability Week 2008.”
- Virginia Tech students planned and hosted VA Power Shift 2008 for the entire Commonwealth during October 10-12, 2008. Over 400 students from 17 Virginia colleges and universities participated.

#### **Sustainability featured in the Virginia Tech 2007-2008 Annual Report:**

- “Sustainability: Virginia Tech promotes environmentally responsible initiatives” highlights that “together the campus community goes green.”
- Sustainability was included in President Steger’s “Virginia Tech Year in Review” video that was featured in Virginia Tech Daily E-Mail on January 16, 2009 and may be seen on the link: <http://www.vtnews.vt.edu/story.php?relyear=2009&itemno=22>.

# SUSTAINABILITY INITIATIVES AT VIRGINIA TECH

Last Updated: May 11, 2009

<u>Project</u>	<u>Contact Person</u>	<u>Contact Information</u>	<u>Brief Description</u>	<u>Who else is involved</u>	<u>Status</u>
<b>Energy &amp; Sustainability Committee</b>	Mike Coleman, Associate Vice President, Facilities Services	<a href="mailto:colemanm@vt.edu">colemanm@vt.edu</a>	The university governance committee responsible for reviewing and providing advice to university administration on broad policy issues relating to energy usage and sustainability matters. Reports to the Commission on University Support.	Denny Cochrane, Sustainability Program Manager	Committee charged by the President to develop the Virginia Tech Climate Action Commitment and Sustainability Plan (VTCAC&SP). Subcommittee established with Professor John Randolph as chair. VTCAC Resolution approved by the University Council, and awaiting action by the BOV.
<b>Office of Sustainability</b>	Jim McCoy, Chief of Staff, Facilities Services	<a href="mailto:jmccoy@vt.edu">jmccoy@vt.edu</a>	Develop the framework for an Office of Sustainability.	Denny Cochrane	Framework includes a Sustainability Programs Manager, an Energy Manager, and a Graduate Assistant.
<b>Sustainability Week</b>	Denny Cochrane, Sustainability Program Manager, Facilities Services	<a href="mailto:denniscc@vt.edu">denniscc@vt.edu</a>	Virginia Tech, the Town of Blacksburg, and the local citizens group Sustainable Blacksburg formed a "Green Partnership" to promote sustainability awareness, education, and practical applications, and to showcase ongoing sustainability initiatives for the university and Blacksburg community. Sustainability Week program features lectures, workshops, fairs, tours, practices, and entertainment.	Town of Blacksburg; Sustainable Blacksburg	4th Annual Sustainability Week scheduled for October 2009.



<u>Project</u>	<u>Contact Person</u>	<u>Contact Information</u>	<u>Brief Description</u>	<u>Who else is involved</u>	<u>Status</u>
<b>Earth Week</b>	Jackie Pontious, President, Environmental Coalition (EC)	<a href="mailto:jrpont@vt.edu">jrpont@vt.edu</a>	A week of events planned by the Environmental Coalition (EC) to discuss the different aspects of sustainability and to showcase what students are doing to take on the issues of their future.	Coalition for Campus Sustainability organizations	Earth Week scheduled for late April during the week of Earth Day.
<b>Tree Planting</b>	Denny Cochrane	<a href="mailto:denniscc@vt.edu">denniscc@vt.edu</a>	To augment the campus landscape beautification program, Sustainability Week and Earth Week feature tree planting events.	Mart Gart, Landscape Architect; Bill Shrader, Landscape Supv., Facilities; Environmental Coalition; Urban Forestry Club	Awarded "Tree Campus USA" status. Campus Tree Tour event received a 2009 Governor's Environmental Excellence "Bronze" Award.
<b>Progress Report on Green House Gas (GHG) Emissions Inventory</b>	Denny Cochrane	<a href="mailto:denniscc@vt.edu">denniscc@vt.edu</a>	Update the GHG and energy consumption inventory.	Professor John Randolph; Ben Myers, Director of Utilities and Building Systems	Initial GHG Inventory was conducted by students of Professor Randolph. Annual Report on University Sustainability Initiatives describes progress.
<b>ESCO Contract</b>	Mike Coleman	<a href="mailto:colemanm@vt.edu">colemanm@vt.edu</a>	Pursue hiring an Energy Service Company (ESCO).	Ben Myers, Director, Utilities & Building Systems	Three proposals have been received and are under review.
<b>Temperature Settings Policy</b>	Mike Coleman	<a href="mailto:colemanm@vt.edu">colemanm@vt.edu</a>	Implement temperature settings outlined in the Campus Energy and Water Policy 5505: 68°F heating season, 74°F cooling season.	Ben Myers	Reduction in steam usage for December 2008 and January 2009 resulted in \$200,000 savings.
<b>Campus Steam and Distribution Upgrades</b>	Patrick Hilt, Capital Project Manager, University Planning, Design & Construction	<a href="mailto:philt@vt.edu">philt@vt.edu</a>	\$28M capital project to upgrade the university's aging heat production and distribution infrastructure.	Ben Myers; Byron Nichols, Power Plant Supt., Utilities & Bldg. Systems; Keith Boyd, Dir. Mechanical Utilities, Utilities & Bldg. Systems	Upgraded three boilers at the Power Plant with modern, energy efficient controls and burners. Existing steam and condensate return distribution lines upgraded with better insulation and operate more efficiently. New steam driven power generator to be installed next year.

<u>Project</u>	<u>Contact Person</u>	<u>Contact Information</u>	<u>Brief Description</u>	<u>Who else is involved</u>	<u>Status</u>
<b>Chilled Water System Improvements</b>	Patrick Hilt	<a href="mailto:philt@vt.edu">philt@vt.edu</a>	Capital project to upgrade the university's chilled water production and distribution system. Key initiatives include providing high-efficiency equipment for new chiller plants, adding free-cooling capability at more locations to conserve energy, and optimizing existing cooling system assets to improve system efficiency.	Keith Boyd; Ben Myers	Feasibility study to be completed at the end of May 2009. Will advertise a design/build RFP.
<b>Building Relamping</b>	Kim Briele, Electrical Engineer Sr., Utilities & Building Systems	<a href="mailto:sbriele@vt.edu">sbriele@vt.edu</a>	Replace energy inefficient light bulbs with more efficient models.	Ben Myers	Completed relamping in Wallace, Whittemore, Hahn-South, and Hancock Halls, the Vet Med facilities, and HR Annex. Fralin Hall will be relamped subject to availability of funds.
<b>Installation of Motion Sensors</b>	Kim Briele	<a href="mailto:sbriele@vt.edu">sbriele@vt.edu</a>	Install motion sensors to be able to control lighting around occupancy and need. Leads to reduction in energy waste and costs.	Ben Myers	Completed the installation of motion sensors in 146 general purpose classrooms in June 2008.
<b>Biodiesel in Fleet Vehicles &amp; Equipment</b>	Mark Helms, Director, Bldgs., Grounds, & Housekeeping; Gene Reed, Director, Fleet Services	<a href="mailto:mahelms@vt.edu">mahelms@vt.edu</a> / <a href="mailto:wereed@vt.edu">wereed@vt.edu</a>	Use B10 biodiesel fuel in all fleet vehicles & equipment as feasible	Steve Mouras, Dir, Transportation & Campus Services	All university diesel vehicles & equipment are using B10 biodiesel fuel.
<b>Green Cleaning Program</b>	Wyatt Sasser, Housekeeping Manager, Facilities Services	<a href="mailto:jsasser@vt.edu">jsasser@vt.edu</a>	Making cleaning campus more sustainable with more eco friendly and concentrated products	Margie Lawrence, Asst. Dir. for Housekeeping - Residence Life	Using certified vacuum cleaners (Windsor), green seal certified paper products, and testing green seal cleaning chemical products.
<b>Updating the Campus Master Plan</b>	Scott Hurst, University Architect	<a href="mailto:hursts@vt.edu">hursts@vt.edu</a>	Update the Campus Master Plan to reflect the recommendations in the VTCAC&SP.	Mike Coleman	Implementation pending approval of the VTCAC Resolution by the BOV.
<b>Ytoss?</b>	Sandy Wirt, Director, YMCA Student Programs	<a href="mailto:sandywirt@vtymca.org">sandywirt@vtymca.org</a>	A partnership event hosted by the YMCA and VT Recycling during spring semester move-out. The intent is to capture reusable items that would otherwise be discarded and sent to the landfill. Items are collected at pick-up points and sold at the YMCA store during fall semester move-in.	Larry Bechtel, VT Recycling Coordinator; and multiple student organizations	Held during spring semester exam week. The Ytoss? Program received a 2009 Governor's Environment Excellence "Bronze" Award. Popularity of program increased on- and off-campus collection points.



<u>Project</u>	<u>Contact Person</u>	<u>Contact Information</u>	<u>Brief Description</u>	<u>Who else is involved</u>	<u>Status</u>
<b>Paper Recycling in Residence Halls</b>	Eric Gunther; Angie De Soto -- VT Students	<a href="mailto:egunt07@vt.edu">egunt07@vt.edu</a> , <a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	Make paper recycling available in all residence halls on campus.	RHF Hall Councils (volunteers), Environmental Coalition paper recycling team	There was a successful pilot program in Newman Hall this spring semester. Plan developed for a permanent system for the residence halls and a phasing system for implementation.
<b>Recycling and Waste Audit</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	Assessment of waste and recycling inside of academic buildings. A more efficient system is being developed.	Mark Helms; Larry Bechtel; Wyatt Sasser	A protocol has been developed, several building assessments have been completed, and a preliminary set of recommendations have been submitted.
<b>Assessment of Outdoor Waste and Recycling</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	Review of external building recycling and waste systems to determine a more efficient operation strategy.	Larry Bechtel	Review in progress.
<b>Increasing Recycled Content of Paper Used</b>	Steve Mouras, Director, Transportation & Campus Services	<a href="mailto:stmouras@vt.edu">stmouras@vt.edu</a>	Explore increasing from 30% to 50% recycled content for all paper used on campus.	Tom Kaloupek, Director of Purchasing	A pilot program currently underway in all Facilities offices. If successful, then the required recycled content of paper will be established for the campus.
<b>Sustainability Picnic</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	A partnership between the Green Team (GT) and the Hokie First 6 Weeks (F-6) Program to host a "sustainability picnic" for incoming freshman. Local foods were served and reusable bags were distributed.	Hokie F-6 Program; Residence Life	Event planned for first 6 weeks of the fall semester.
<b>Big Event, Green Edition</b>	Brandon Carroll, 2009-10 Student Government Association (SGA)	<a href="mailto:bcarr06@vt.edu">bcarr06@vt.edu</a>	Incorporate a training for students on learning how to conduct home energy audits into the Big Event. Students would go into the community and work with citizens to identify ways to save energy and money in their homes.	Environmental Coalition	Meetings are currently being scheduled with the Mayor and Environmental Manager.
<b>Compact Fluorescent Light (CFL) Swap</b>	Brandon Carroll	<a href="mailto:bcarr06@vt.edu">bcarr06@vt.edu</a>	SGA received hundreds of donated CFLs and distributed them to members of the Blacksburg community during the annual Big Event.	SGA	The 2009 Big Event was the first time for this project and it is expected to expand in the future.

<u>Project</u>	<u>Contact Person</u>	<u>Contact Information</u>	<u>Brief Description</u>	<u>Who else is involved</u>	<u>Status</u>
<b>Elimination of Receipts in Dining Halls</b>	Andy Sarjahani, Dining Services Sustainability Coordinator	<a href="mailto:asarjah@vt.edu">asarjah@vt.edu</a>	After legislation was passed in the SGA (sponsored by the EC), the dining halls have been phasing out the distribution of receipts for each purchase.	Sustainable Food Corps	Receipts have been eliminated from the Dietrick D2 Dining Hall.
<b>Composting in Dining Halls</b>	Andy Sarjahani	<a href="mailto:asarjah@vt.edu">asarjah@vt.edu</a>	Collecting food waste from dining halls and sending them to be composted at the Poplar Manor Enterprises (PME) facility in Riner, VA	PME Composters	Pilot program at Southgate Center was successful and will expand to additional dining halls this summer.
<b>Increasing Local Food Purchases</b>	Andy Sarjahani	<a href="mailto:asarjah@vt.edu">asarjah@vt.edu</a>	Reduce food miles travelled of food served in the halls and increase the amount of food that is sustainably produced.	Sustainable Food Corps	The Farms and Fields pilot project is currently operating at the Owens Dining Hall Food Court.
<b>Sustainability Education</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	The Green Team (GT) is Virginia Tech's sustainability education team. It was formed to address human actions and environmental impact primarily in the residence halls. It is student coordinated and overseen by the Sustainability Program Manager.	Student co-coordinators: Rachel Rees, Brittney Owens; Denny Cochrane	Provided sustainability education to over 500 students during the academic year 2008-09.
<b>Sustainability at Residence Advisors (RA) Training</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	Educate RAs on sustainability issues. The Green Team should conduct the training at the beginning of the fall semester.	Leon McClinton, Director of Residence Life	Working with Director McClinton to schedule fall training.
<b>Sustainability Advisors Pilot Program</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	Have students with sustainability training to live in the residence halls and serve as "sustainability advisors".	Themed Housing Office, Residence Life	Pilot program being developed.
<b>Sustainability in the University Common Book</b>	Annie Pearce, Asst. Professor, Dept of Building Construction	<a href="mailto:apearce@vt.edu">apearce@vt.edu</a>	Include sustainability as a theme in the Common Book that all freshman and transfer students are required to read.	Common Book Selection Committee	<i>Ecological Intelligence</i> by Daniel Goleman has been selected for Virginia Tech's Common Book project for academic year 2009-10.
<b>University Bookstore Reusable Bags</b>	Donald Williams, Exec. Dir., Virginia Tech Services, Inc.	<a href="mailto:donw@bookstore.vt.edu">donw@bookstore.vt.edu</a>	Provide reusable bags in the University Bookstore Volume I and II.	Fred Koziol, Operations Div. Mgr, VTS, Inc	Pilot program about to be introduced with a goal to have reusable bags in place at both locations for freshman orientation this summer.
<b>Campus Reusable Bags</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	Provide all students with a reusable bag.	EC, Sustainable Food Corps, GT, SGA, Residence Life	The goal is to provide a "sustainability starter kit" which includes a bag and a mug.

<u>Project</u>	<u>Contact Person</u>	<u>Contact Information</u>	<u>Brief Description</u>	<u>Who else is involved</u>	<u>Status</u>
<b>Reusable Mugs</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	Have reusable mugs in the dining halls and throughout the campus.	Residence Hall Federation (RHF); Sustainable Food Corps; GT; SGA; Residence Life	Dining Services is reviewing.
<b>Reusable ToGo Containers</b>	Andy Sarjahani	<a href="mailto:asarjah@vt.edu">asarjah@vt.edu</a>	In an effort to eliminate Styrofoam from the dining halls, a system for reusable to-go containers is being developed	Sustainable Food Corps	Dining Services is reviewing.
<b>Sustainable Living Guide</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	A guide book for students to encourage more sustainable living while on campus, off campus, and at home. Various topics to include: cutting waste, efficiency, alternative transportation options, recycling, and involvement.	RHF; Residence Life; Environmental Coalition	Two drafts have been compiled and are under review.
<b>Green Purchasing Guide</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	A purchasing guide for students and parents for distribution at orientation that recommends Energy Star and other green products.	RHF	A draft is under review.
<b>Sustainability at Orientation</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	Education on sustainability and introduction to sustainable living practices at new and transfer student orientations.	Jessica Johns, Student Orientation	Coordination ongoing with the Assistant Dean of Students and Orientation Director.
<b>Student Run Farm</b>	Elena Dulys-Nusbaum, 2009-10 President, Environmental Coalition	<a href="mailto:edulysn@vt.edu">edulysn@vt.edu</a>	The student farm is an approximate one acre plot next to Smithfield Plantation that will be dedicated to growing crops to educate students and feed the local community.	Dining Services	A student advisory board is being assembled and summer volunteers identified. Work to begin this summer.
<b>University Unions &amp; Student Activities (UUSA) Green Facilities Improvement Plan</b>	Scott Reed	<a href="mailto:sreed@vt.edu">sreed@vt.edu</a>	A plan that details how UUSA can be more sustainable in their operations.	Julie Walters-Steele, Dir, University Unions	Development has begun. It is listed as an immediate goal to complete the plan.
<b>Green Effect Game</b>	Brandon Carroll	<a href="mailto:bcarr06@vt.edu">bcarr06@vt.edu</a>	Have a home football game with a sustainability theme.	EC; Athletic Department	Preliminary discussion ongoing.
<b>Tailgating Recycling Program</b>	Elena Dulys-Nusbaum	<a href="mailto:edulysn@vt.edu">edulysn@vt.edu</a>	Enhance recycling operations at home football games and increase participation of tailgaters and fans.	SGA; RHF; YMCA	Initial planning underway.
<b>Green Fee Campaign</b>	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	A student campaign to build support for a \$5 per semester green fee.	EC	Initial planning underway.

<u>Project</u>	<u>Contact Person</u>	<u>Contact Information</u>	<u>Brief Description</u>	<u>Who else is involved</u>	<u>Status</u>
Active Updates with Assoc. for Advancement of Sustainability in Higher Educ. (AASHE)	Angie De Soto	<a href="mailto:adesoto@vt.edu">adesoto@vt.edu</a>	Virginia Tech is a member of the Association for the Advancement of Sustainability in Higher Education (AASHE).	Denny Cochrane	Become more active in AASHE as it will enhance our visibility in sustainability at the national level.

**Capital Project Information Summary  
Owens and West End Market Food Court Renovations**

**THE BUILDING AND GROUNDS COMMITTEE**

**June 1, 2009**

**Title of Project:**

Owens & West End Market Food Court Renovations

**Location:**

Owens: Off of Kent Street across from University Bookstore;  
West End Market: North end of Cochrane Hall, accessible off of West Campus Drive by Harper Hall.

**Current Project Status and Schedule:**

The project is in early preliminary design. Construction is planned to start in winter 2009 and completion is planned in summer 2010.

**Project Description:**

The project provides for a 6,500 gsf expansion and renovation of the existing back-of-house space for the West End Market Food Court. Owens Food Court will realize minor interior renovations in the food service area to improve functionality. Predominate exterior materials at the West End Market include Hokie Stone and glass.

**Brief Program Description:**

West End Market: The renovation will expand storage and delivery/staging areas; expand and renovate kitchen and food preparation areas, including staff support functions such as restrooms and locker rooms; expand main student area to provide higher quality restrooms for this major dining facility; and expand dining area by approximately 100 seats.

Owens Food Court: The renovation will replace the existing salad bar with a grab-n-go counter and provide individual cash registers at all serving stations.

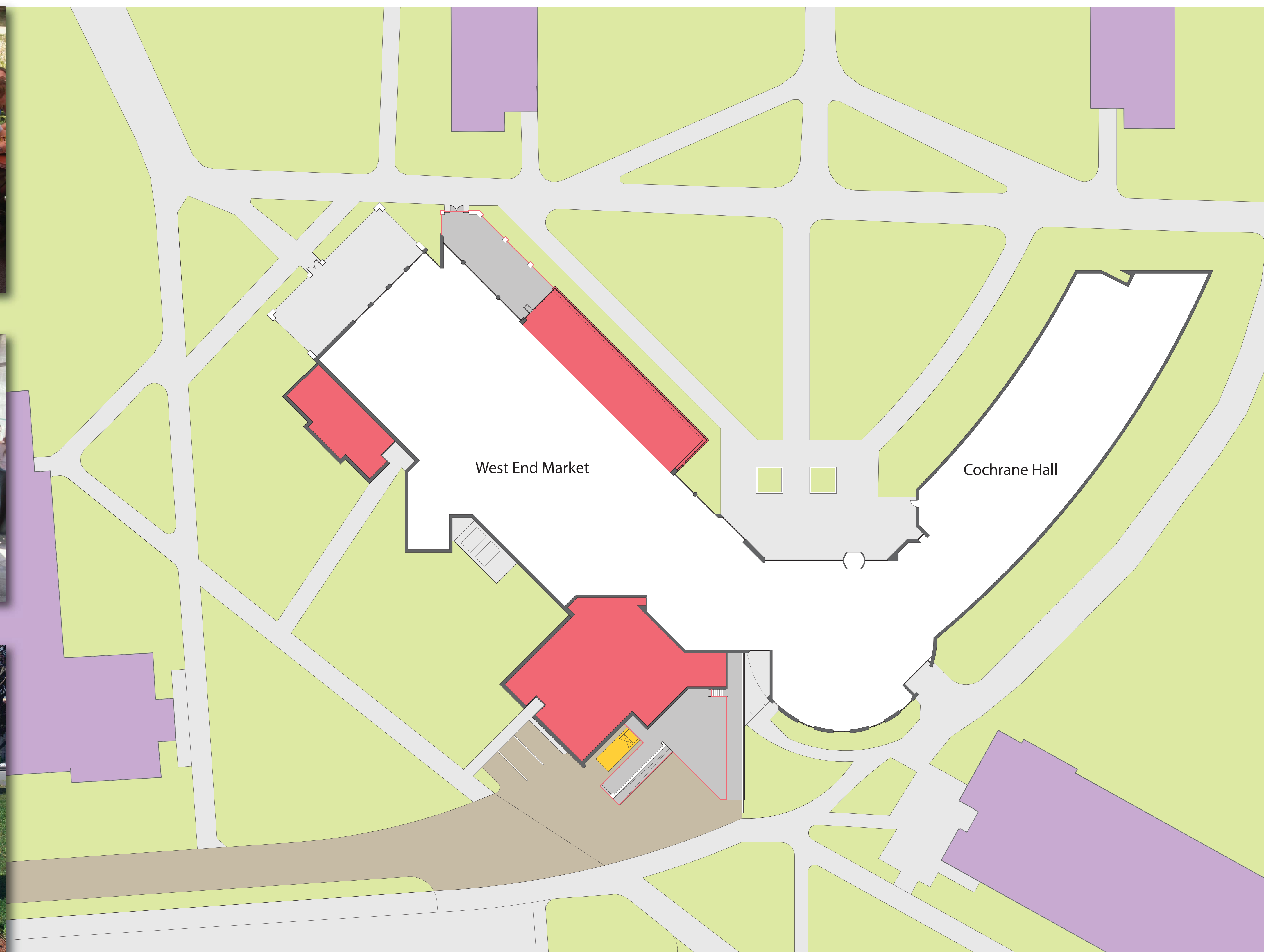
**Contextual Issues and Design Intent:**

Both West End Market & Owens Food Court are existing facilities. The exterior glass façade of the expanded dining area at West End will compliment the existing dining area to provide an open, airy and welcome place for students to dine. The exterior of the bathroom and kitchen/back-of-house additions will compliment their Hokie Stone surroundings.

**Architect/Engineer:**

Clark Nexsen

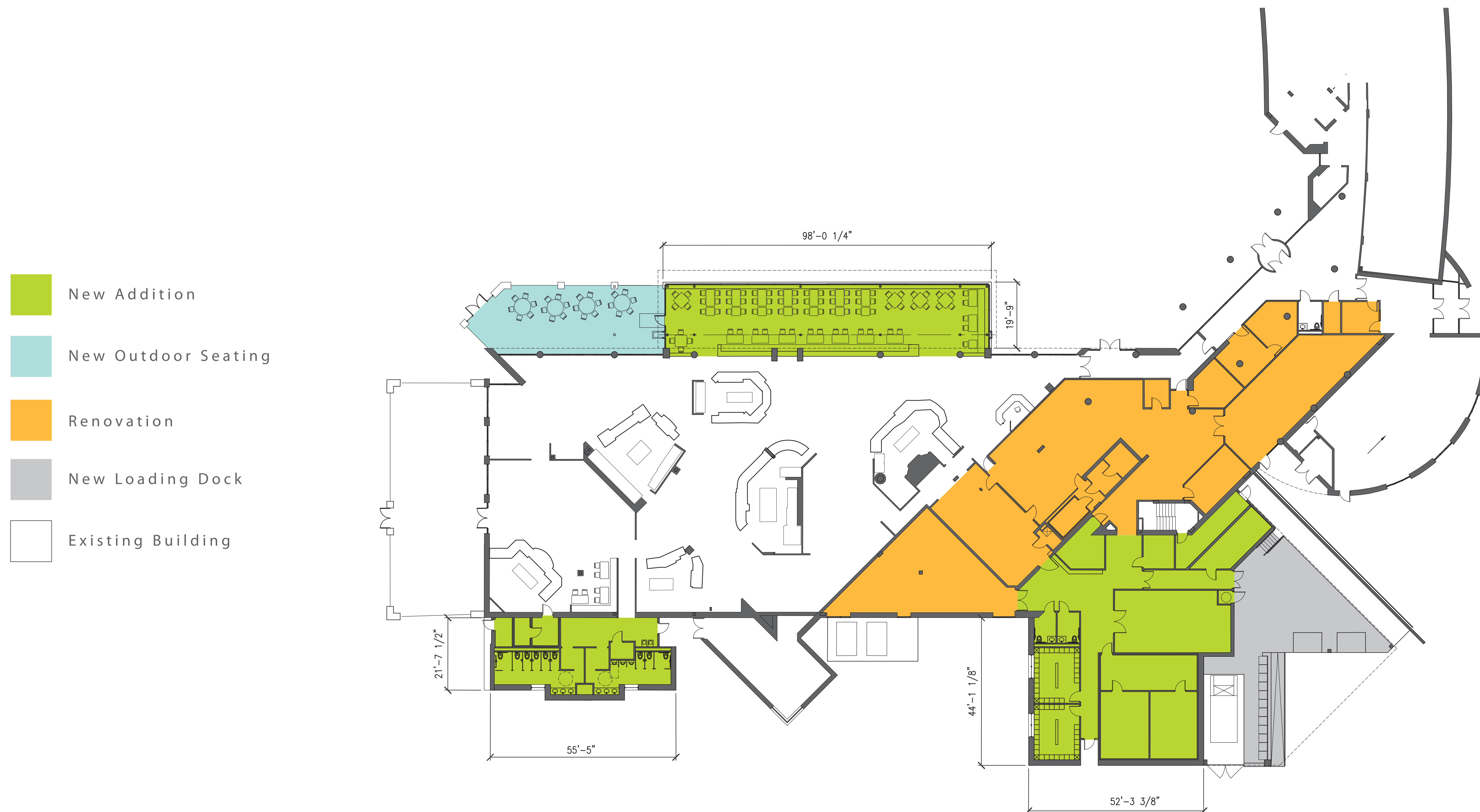




Site Plan - West End Market

Owens & West End Market Food Courts  
Design + Construction





Floor Plan - West End Market

Owens & West End Market Food Courts  
Design + Construction

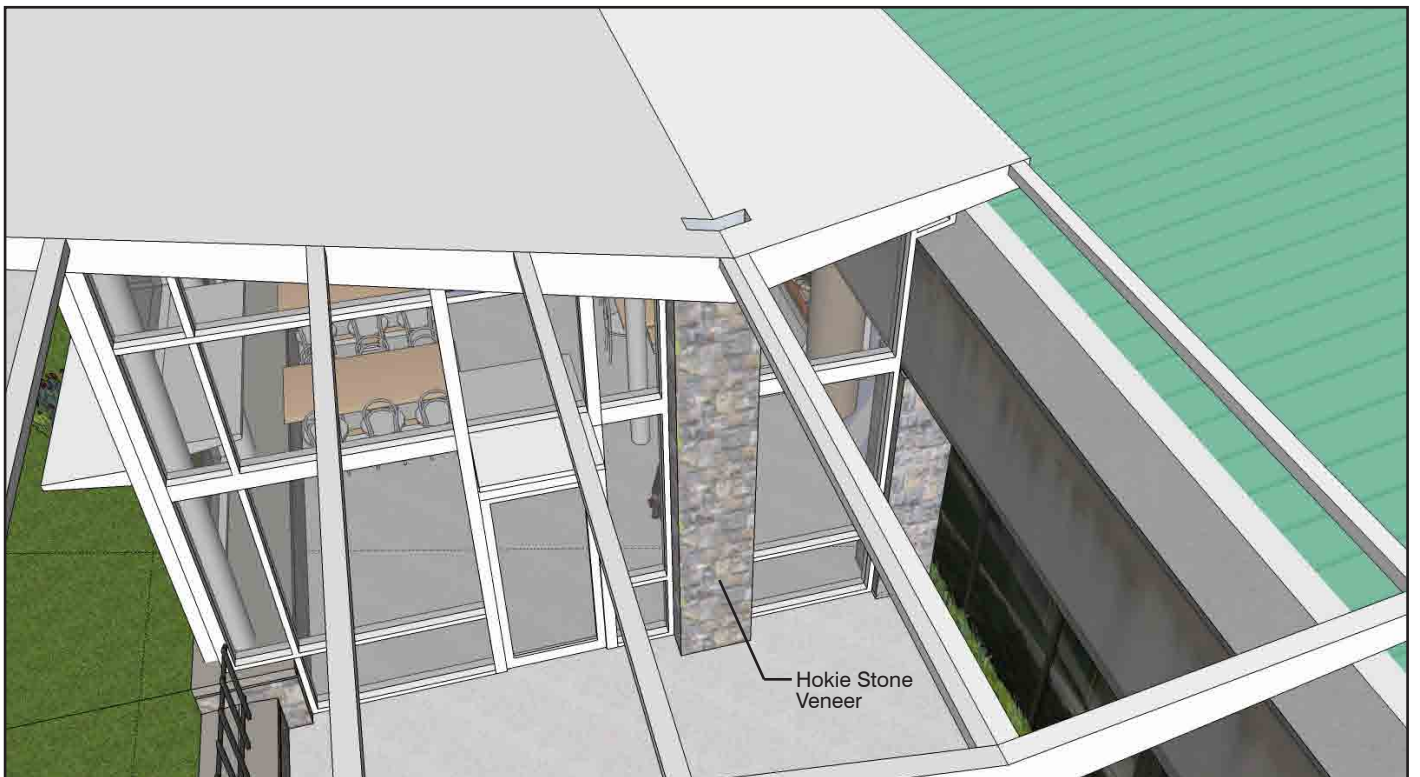


West End Market Seating Addition - Interior View



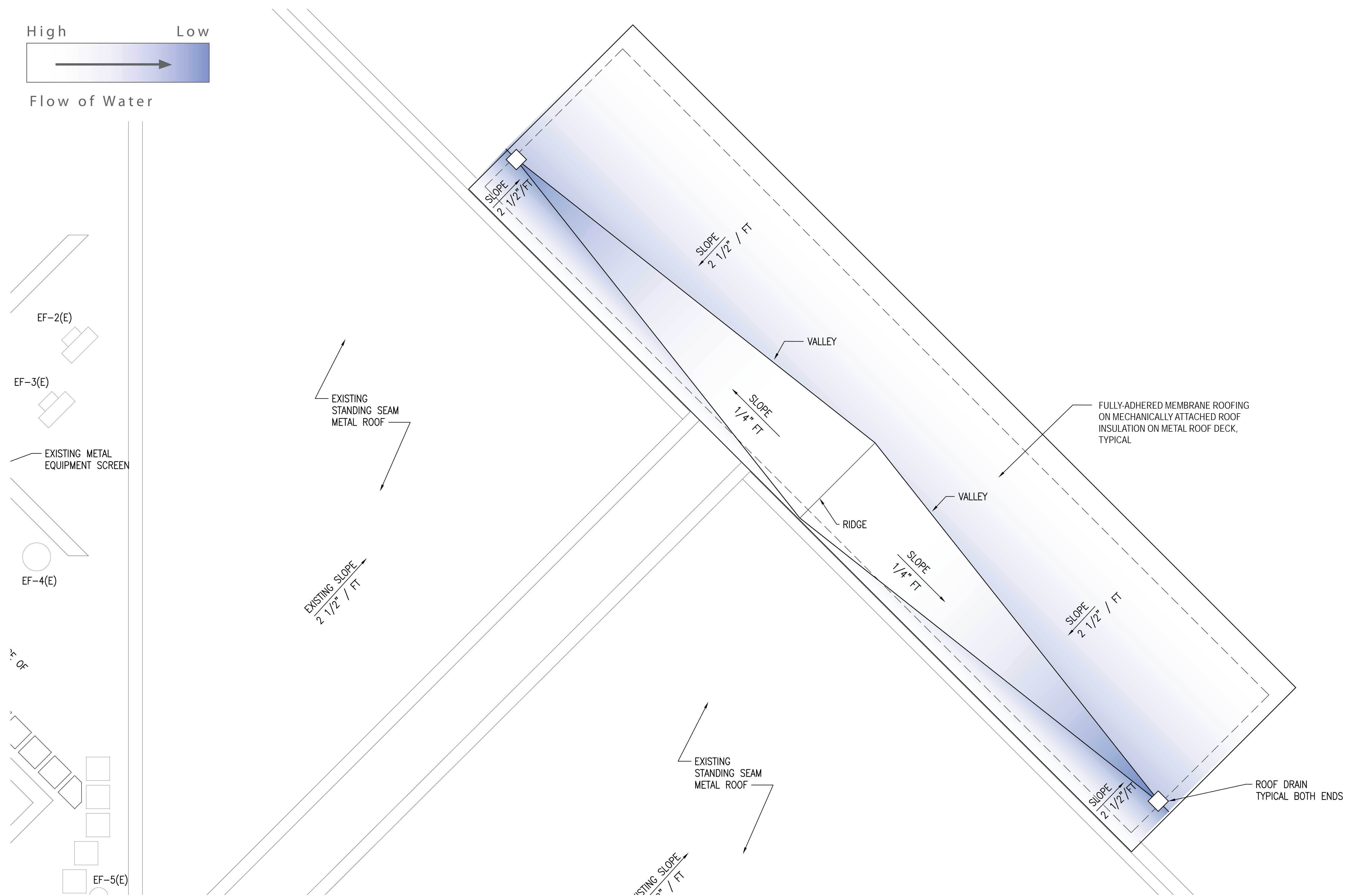


West End Market  
Seating Addition  
Roof Drain Detail



West End Market  
Seating Addition  
Roof Drain Detail





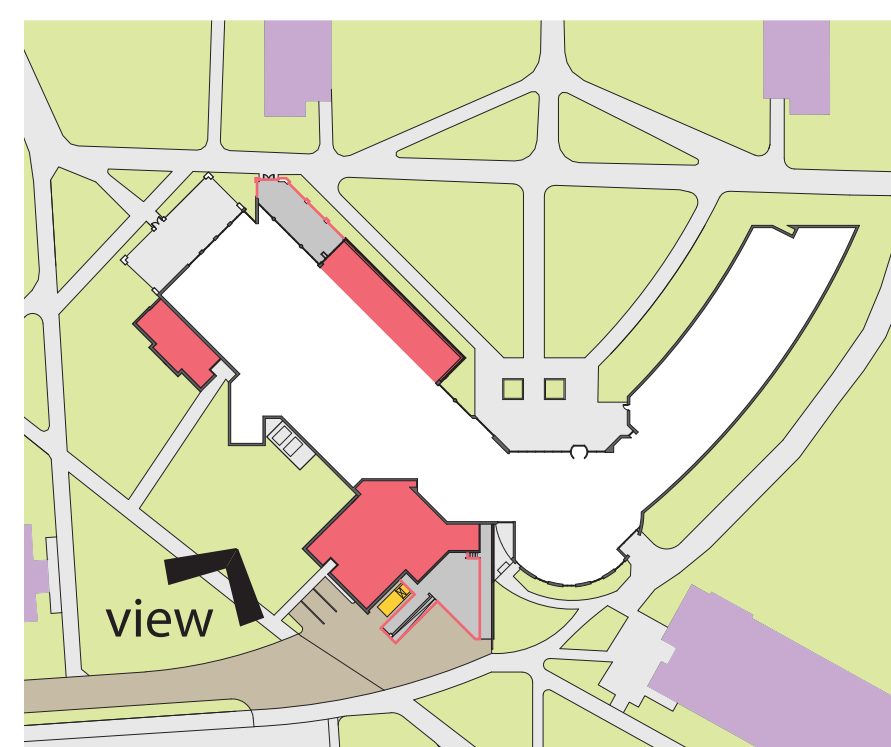
WEM Seating Addition Roof Plan

Owens & West End Market Food Courts  
Design + Construction





Southwest Elevation



West End Market Service Additions



Restroom Addition Elevation



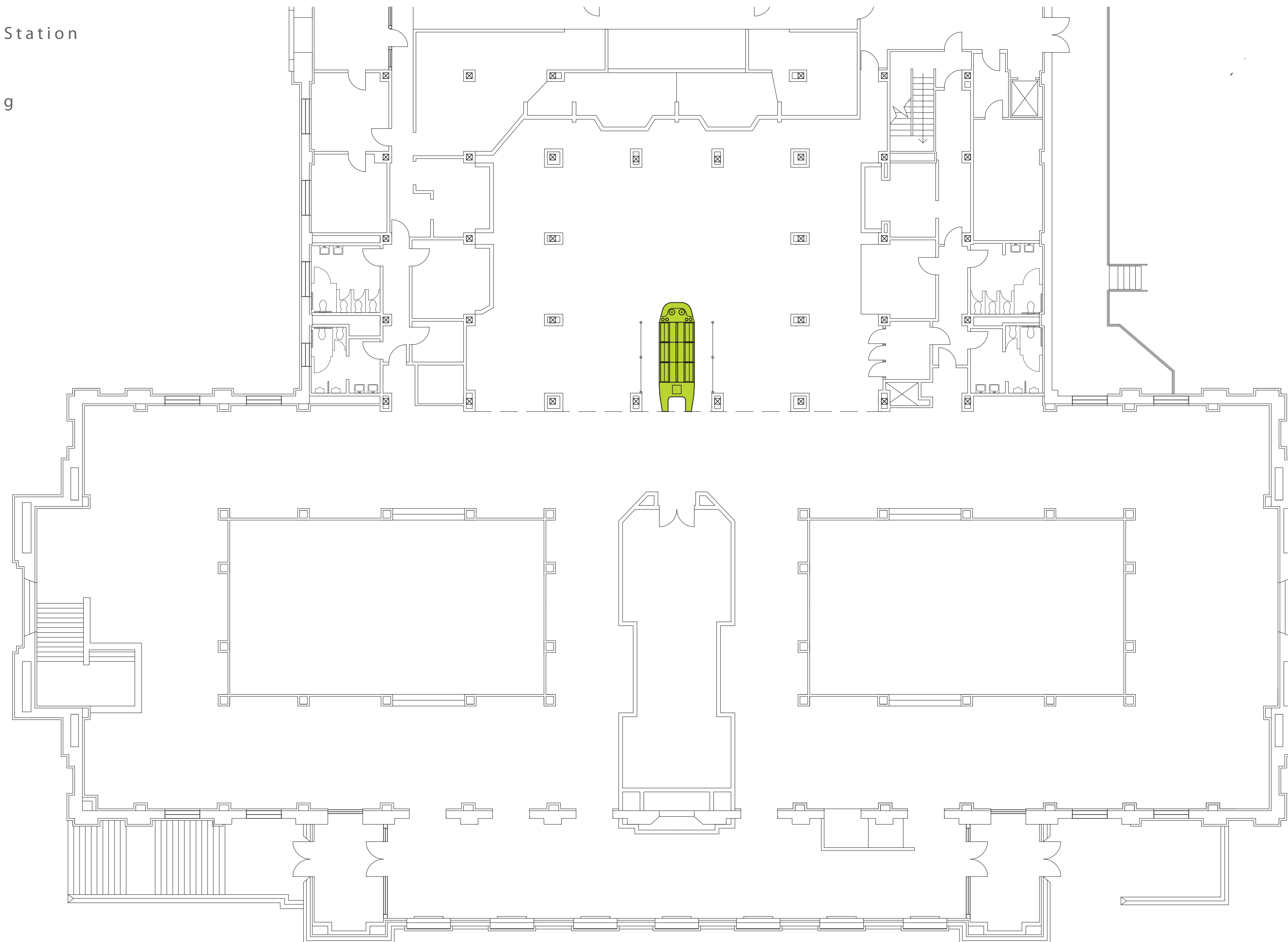
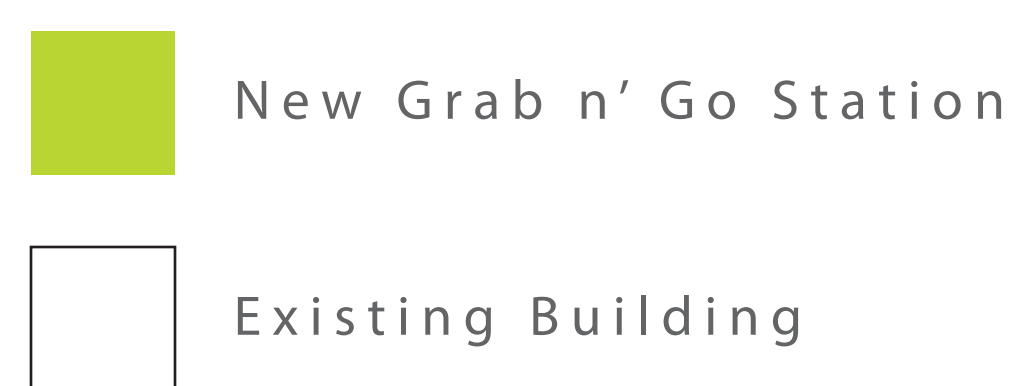
Loading Dock Elevation



Loading Dock Elevation

Owens & West End Market Food Courts  
Design + Construction





Floor Plan - Owens Food Court

Owens & West End Market Food Courts  
Design + Construction

**Capital Outlay Project Status Report**  
**BUILDINGS AND GROUNDS COMMITTEE**

**June 1, 2009**

**PROJECTS BEING DESIGNED**

**1. Campus Heat Plant**

This project provides planning authorization for the design of new heating and cooling infrastructure to serve the various areas of campus.

**A/E: Affiliated Engineers, Inc. – Chapel Hill, NC**

Status: Project split into various design and construction packages. Life Sciences corridor steam line expansion design criteria modified to direct burial installation with construction contract awarded. Central plant boilers 8, 9, and 10 upgrades are substantially complete.

**2. ICTAS - II (42,000 GSF) – CM @ Risk**

This project will include state-of-the-art research facilities with highly specialized research laboratories, which will support multi-disciplinary research areas including bio-nanotechnology, bio-materials, communications technology, and sensor technology.

**A/E: SmithGroup – Washington, D.C.**

**Construction Manager: Skanska USA Building, Inc – Durham, NC**

Status: Working Drawings are underway. GMP is targeted for May 2009. Early site package to begin late April 2009.

**3. Infectious Disease Research Facility (Vet Med Addition) (16,300 GSF)**

This project will accommodate infectious disease research laboratory space (60%), lab office space and support areas (40%).

**A/E: CUH2A Architecture, Engineering, Planning – Bethesda, MD**

Status: Working Drawing Development is underway.

**4. McComas Hall - Additional Recreation, Counseling and Clinical Space (27,000 GSF)**

This project will expand McComas Hall to meet the growing demand for student recreation/exercise space for the university.

**A/E: Hughes Group Architects – Sterling, VA**

Status: Working Drawings are underway. CM@Risk procurement underway.

**5. Ambler Johnston Hall - Improve Residence and Dining Halls – (272,000 GSF)  
CM @ Risk**

This project will provide complete renovations to Ambler Johnston Hall including replacement of building systems and addition of air conditioning. The project is envisioned to improve the sense of community by adding corridor daylighting and an attractive entrance area. It will be completed in multiple phases.

**A/E: Clark Nexsen – Charlotte, NC**

**Construction Manager: Barton Malow Company – Charlottesville, VA**

Status: Working Drawings are complete. Project budget increased to align with intended scope. Construction Manager mobilization in progress.

**6. Materials Management Facility (7,500 GSF)**

This project will construct a facility to manage, store, and process hazardous waste for disposal.

**A/E: Wiley & Wilson - Lynchburg, VA**

Status: Working Drawings are underway.

**7. Visitors and Undergraduate Admissions Center (20,000 GSF)**

This project will accommodate the growing needs of visitors to the campus and university admission's office.

**A/E: Glavè & Holmes Associates – Richmond, VA**

Status: Preliminary Design is underway. CM@Risk procurement underway.

**8. Academic and Student Affairs Building (91,200 GSF) – CM @ Risk**

This project will include a new dining facility, academic instruction areas, and other student space in a four or five-story building.

**A/E: Burt Hill Kosar Rittleman Associates – Washington, D.C.**

**Construction Manager: TBD**

Status: Schematic Design is underway.

**9. VBI Addition Facility (50,000 GSF) – CM @ Risk**

This project will include office space for faculty, researchers, research associates, and support personnel and associated conference and meeting space for growing Virginia Bioinformatics Institute (VBI) departments.

**A/E: Perkins + Will – Charlotte, NC**

**Construction Manager: Skanska USA Building Inc. – Durham, NC**

Status: Working Drawings are underway.

**10. Geosciences Building & Discovery Center - Sciences Research Laboratory - I (93,300 GSF)**

This project will include a combination of offices, class laboratories, research offices and laboratories, and graduate student space that will be used to house a number of departments and programs for the College of Science. A significant portion of the building is envisioned to house the Department of Geosciences. The other focus of the building program envisions an expansion of the nano-science research field.

**A/E (Programming Only): CUH2A Architecture, Engineering, Planning – Bethesda, MD**

**A/E: Payette/E. Verner Johnson – Boston, MA**

Status: A program and site confirmation study has been completed. A/E selection has been completed. CM@Risk procurement underway.

**11. Center for the Arts (120,000 GSF) – CM @ Risk**

This project includes construction of a new Performance Hall with a 1,300-seat auditorium, as well as a Visual Arts Gallery. It also includes the renovation of Shultz Hall for Creative Technologies and support spaces.

**A/E: Snohetta AS – New York, NY with STV Group, Inc. – Douglassville, PA**

**Construction Manager: Holder Construction Company – Charlotte, NC**

Status: Schematic Design is underway.

**12. Southern Piedmont AREC Laboratory Facility (7,500 GSF)**

This project expands the existing facility and will provide multi-purpose laboratory space to support agricultural research.

**A/E: FPW Architects – Charlottesville, VA**

Status: Working Drawings are complete.



**13. Engineering Signature Building (160,000 +/- GSF)**

This project constructs a new state-of-the-art, technology enhanced flagship building for the College of Engineering.

**A/E: Zimmer Gunsul Frasca Architects LLP – Washington, DC**

Status: Pre-planning/programming is underway.

**14. Human and Agricultural Biosciences Building I (92,000 +/- GSF)**

This project constructs a new advanced agricultural research laboratory facility.

**A/E: Lord, Aeck & Sargent, Inc. – Atlanta, GA**

Status: Schematic Design is underway. CM@Risk procurement underway.

**15. Renovate Davidson Hall (50,000 +/- GSF)**

This project demolishes and replaces the deteriorated center and rear sections of Davidson Hall.

**A/E: Einhorn Yafee Prescott – Washington, DC**

**Construction Manager: Barton Malow Company – Charlottesville, VA**

Status: Schematic Design is underway.

**16. Chiller Plant I (N/A GSF)**

This project develops and implements additions/improvements to the campus chilled water infrastructure.

**A/E: Burns and Roe Service Corporation – Virginia Beach, VA**

Status: Pre-Planning/Programming is underway. RFP for Design-Build project delivery underway.

**17. Owens and West End Market Food Courts**

This project constructs a seating addition with modifications to the West End Market and renovates the Dining/Food Service areas of Owens Hall.

**A/E: Clark Nexsen – Charlotte, NC**

Status: Schematic Design is underway.

## **18. Football Locker Room Addition**

This project constructs a 38,500 GSF locker room facility addition to house a new football locker room, a player's lounge, and an administrative area to serve the Athletics Department.

**Criteria Consultant: SportsPlan Studio - Vienna, VA**

**Design/Builder: Barton Malow Company – Charlottesville, VA**

Status: Design-build project delivery. Design-build contractor selected.

## **19. Myers Lawson School of Construction Phases II & III**

This project constructs approximately 70,000 GSF of instructional classrooms, laboratories, and faculty offices with a connection to the existing Bishop Favrao Hall.

**A/E: Perkins + Will – Charlotte, NC (Pre-Planning Phase Only)**

Status: Pre-planning is underway.

## **20. College of Agriculture Land Use Study Phase I**

This project studies the relocation of the heifer cattle from the current site between Tech Center Drive and U.S. Route 460 to Kentland Farms.

**A/E: TBD (Pre-Planning)**

Status: Pre-planning is underway.

## **CONSTRUCTION PROCUREMENT PROCESS**

### **1. Campus Heat Plant – Life Sciences Precinct Steam Line**

This project provides planning authorization for the design of new heating and cooling infrastructure to serve the various areas of campus.

**A/E: Affiliated Engineers, Inc. – Chapel Hill, NC**

Status: Life Sciences corridor steam line expansion design criteria modified to direct burial installation. Construction bids received and construction contract awarded to Mid-Atlantic.

## **PROJECTS UNDER CONSTRUCTION**

### **1. ICTAS – I (99,400 GSF)**

This facility will include engineering-led research labs, offices, and workspaces.

**A/E: Burt Hill Kosar Rittleman Associates – Washington, D.C.**

**Contractor: Branch & Associates, Inc. – Roanoke, VA**

Status: Construction close-out is underway.

### **2. Campus Heat Plant – Steam Distribution Upgrades (Bid Package 1)**

This sub-project of the Campus Heat Plant main project provides for the design and installation of new steam distribution piping to serve the southwest quadrant of campus.

**A/E: Affiliated Engineers, Inc. – Chapel Hill, NC**

**Contractor: Waco, Inc. – Sandston, VA**

Status: Construction close-out is underway.

### **3. Campus Heat Plant – Boilers 8, 9, and 10 Upgrades (Bid Package 2)**

This sub-project of the Campus Heat Plant main project provides for the design and installation of new equipment for Boilers 8, 9 and 10 to increase boiler efficiency and reduce NOx pollution.

**A/E: Affiliated Engineers, Inc. – Chapel Hill, NC**

**Contractor: McGraw-Morgan – Moseley, VA**

Status: All boilers are substantially complete. Construction close-out is underway.

### **4. Campus Heat Plant – Plant Upgrades - Phase I (Bid Package 3)**

This sub-project of the Campus Heat Plant main project provides for the design and installation of upgrades to the central steam plant to increase plant reliability.

**A/E: Affiliated Engineers, Inc. – Chapel Hill, NC**

**Contractor: Waco, Inc. – Sandston, VA**

Status: Substantial completion is expected in the spring of 2009 due to DA tank repairs.

### **5. New Residence Hall – I (92,800 GSF)**

This project will include construction of a new residence hall containing 264 beds as well as office space for Student Programs.

**A/E: Hanbury Evans Wright Vlattas – Norfolk, VA**  
**Contractor: Branch & Associates, Inc. – Roanoke, VA**

Status: Project remains on schedule for substantial completion during summer of 2009.

**6. Renovate Henderson Hall and Black Box Theater (38,570 GSF)**

This project is to renovate Henderson Hall and includes an 8,600 SF Black Box Theater. The project will provide academic space for the visual and performing arts programs.

**A/E: Moseley Architects – Virginia Beach, VA**  
**Contractor: Avis Construction Company, Inc. – Roanoke, VA**

Status: FFE design is complete and out for bid. Scope modification to include air conditioning upgrades for East Henderson. Anticipated occupancy is the fall of 2009.

**7. Hampton Roads Classroom**

This project will include additional classroom space to support educational programs at the Hampton Roads Agricultural Research and Extension Center.

**A/E: Burgess & Niple – Virginia Beach, VA**  
**Contractor: Sun Bay Contracting – Virginia Beach, VA**

Status: Construction close-out phase underway.

**8. Basketball Practice Facility (53,000 GSF) – CM @ Risk**

This project includes construction of a state-of-the-art practice facility for men and women's basketball. It will include two full size courts, coaches' facilities, and locker rooms.

**A/E: Cannon Design – Arlington, VA**  
**Construction Manager: The Whiting-Turner Contracting Co. – Charlotte, NC**

Status: Anticipated occupancy is the fall of 2009.

**9. Virginia Tech – Carilion Medical School and Research Institute  
(152,000 GSF) - PPEA**

This project constructs a new medical school and research institute adjacent to the Carilion complex in Roanoke.

**PPEA Team:** Carilion Clinic, – Roanoke, VA  
Hayes, Seay, Mattern & Mattern, Inc., - Roanoke, VA  
Skanska USA Building, Inc. – Durham. NC

Status: Building construction currently underway.

#### **10. Parking Structure – Design/Build**

This project will provide a parking structure in the Perry Street lot.

**Criteria Consultant:** DESMAN Associates – Vienna, VA  
**Design/Builder:** Rentenbach Constructors out of Greensboro

Status: Design of chiller space within structure is underway. Construction anticipated late Fall 2009.

#### **11. Indoor Batting Practice Facility (12,600 GSF)**

This project will provide a recessed concrete slab for future installation of Field Turf, storage space, practice area, and accessory spaces adjacent to English Field.

**A/E:** Hanbury Evans Wright Vlattas – Wytheville, VA

Status: Anticipate construction completion in late spring of 2009.

**COMPLETED PROJECTS**

## **PENDING PROJECTS**

### **1. Public Safety Building (35,000 GSF)**

This project will bring three programs together in one integrated facility: Police Department, Rescue Squad, and Emergency Management. The university needs enhanced and expanded space for these essential public safety programs. The necessary accommodations will include dedicated personnel operations, interior storage, vehicular parking, training facilities, and a command center.

Status: Resolution of programming and funding issues is pending.

### **2. Administrative Services Building (48,000 GSF)**

This project will construct a building along the campus perimeter to house various administrative support functions and academic units in a single location. This will free up central campus space for academic programs and promote cost savings by allowing the university to forego some of the leased office space, which is scattered across town.

Status: Resolution of programming and funding issues is pending.



## **PROJECTS ON HOLD**

### **1. Indoor Athletic Training Facility (120,000 GSF)**

This project will provide a state-of-the-art training facility for athletic programs that will include capacity for full speed workouts and drills.

Status: Resolution of programming and funding issues is pending.

### **2. New Residence Hall - II (80,000 GSF)**

This project will include construction of a new residence hall containing approximately 250 beds.

**A/E: Einhorn Yaffee Prescott – Washington, D.C.**

Status: Concept study is complete. Project exceeds budget and is on hold.

CAPITAL PROJECT STATUS REPORT  
FUNDING SOURCES OF TOTAL PROJECT AUTHORIZATIONS  
June 1, 2009  
(Dollars in Thousands)

	DESIGN PROCESS	State Support (1)	General Obligation Bond (2)	Nongeneral Fund Cash	Nongeneral Fund Revenue Bond	Total
1	Campus Heat Plant (a)	\$17,250		\$2,750	\$11,500	\$31,500
2	ICTAS - II	\$13,519			\$17,500	\$31,019
3	Infectious Disease Research Facility	\$3,137		\$6,163		\$9,300
4	Additional Recreation, Counseling and Clinical Space				\$13,000	\$13,000
5	Improve Residence and Dining Halls - Ambler Johnston Hall				\$75,000	\$75,000
6	Materials Management Facility	\$3,500				\$3,500
7	Visitors and Undergraduate Admissions Center			\$3,400	\$7,100	\$10,500
8	Academic and Student Affairs Building (b)				\$2,720	\$2,720
9	VBI Addition Facility (b)				\$2,400	\$2,400
10	Sciences Research Laboratory - I	\$28,758			\$16,800	\$45,558
11	Center for the Arts			\$5,000	\$58,000	\$63,000
12	Southern Piedmont AREC Laboratory Facility (b)			\$375		\$375
13	Signature Engineering Building (d)	\$250				\$250
14	Human and Agricultural Biosciences Building I (e)	\$2,040				\$2,040
15	Renovate Davidson Hall (e)	\$1,506				\$1,506
16	Chiller Plant (e)	\$480				\$480
17	Owens and West End Market Food Courts				\$5,000	\$5,000
18	Football Locker Room Addition			\$18,000		\$18,000
19	Myers Lawson School of Construction Phases II & III			\$400		\$400
20	College of Agriculture Land Use Study Phase I(d)			\$500		\$500
	CONSTRUCTION PROCUREMENT					
1	Campus Heat Plant - Life Sciences Precinct Steam Line	Included in Campus Heat Plant amounts above.				
	UNDER CONSTRUCTION					
1	ICTAS - I (c)	\$9,994	\$13,996	\$6,989	\$17,000	\$47,979
2	Campus Heat Plant - Steam Distribution Upgrades (BP 1)	Included in Campus Heat Plant amounts above.				
3	Campus Heat Plant - Boilers 8, 9, and 10 Upgrades (BP 2)	Included in Campus Heat Plant amounts above.				
4	Campus Heat Plant - Plant Upgrades - Phase I (BP 3)	Included in Campus Heat Plant amounts above.				
5	New Residence Hall - I			\$953	\$30,047	\$31,000
6	Renovate Henderson Hall and Black Box Theater	\$7,333	\$6,542	\$4,683		\$18,558
7	Hampton Roads Classroom	\$500				\$500
8	Basketball Practice Facility			\$12,100	\$9,400	\$21,500
9	Virginia Tech-Carilion Medical School and Research Institute (f)	\$59,000				\$59,000
10	Parking Structure				\$30,000	\$30,000
11	Indoor Batting Practice Facility			\$2,300		\$2,300

**Notes:**

- (1) General Fund and state supported debt.
- (2) 2002 General Obligation Bond program.
- (a) Project Budget is \$28,750,000.
- (b) Planning authorization only.
- (c) Project Budget is \$45,990,000.
- (d) Pre-planning authorization only.
- (e) Detailed planning authorization only.
- (f) PPEA.

CAPITAL PROJECT STATUS REPORT  
Projects in Design Phase, Construction Procurement, Pending, or On Hold  
June 1, 2009

PROJECTS		DATE AUTHORIZED	ORIGINAL COMPLETION DATE **		INITIAL AUTHORIZATION	CURRENT APPROVED BUDGET	PHASE	ESTIMATED BID OPEN or GMP DATE	ANTICIPATED OCCUPANCY DATE	A/E OF RECORD	TOTAL INITIAL A/E CONTRACT AMOUNT	A/E CHANGE ORDERS TO-DATE	COMMENTS
DESIGN PHASE													
1	Campus Heat Plant (1)	Jul-04	Dec-09	P	\$ 2,750,000	\$ 28,750,000	CD	Jan-07	Dec-09	Affiliated Engineers, Inc.	\$ 2,326,698	\$ 423,388	
2	ICTAS - II	Jul-06	Jul-10		\$ 31,019,000	\$ 31,019,000	DD	Feb-09	Nov-10	SmithGroup	\$ 2,518,341	\$ 224,090	
3	Infectious Disease Research Facility	Aug-06	Jan-10		\$ 7,137,000	\$ 9,300,000	DD	Aug-09	Jan-11	CUH2A Architecture, Engineering, Planning	\$ 930,591	\$ -	
4	Additional Recreation, Counseling and Clinical Space	Jul-06	Sep-09		\$ 13,000,000	\$ 13,000,000	SD	TBD	TBD	Hughes Group Architects	\$ 96,918	\$ 17,374	
5	Improve Residence and Dining Halls - Ambler Johnston Hall	Jul-06	Jul-11, Jul-12		\$ 10,000,000	\$ 65,000,000	WD	Feb-09	Jul-11, Jul-12	Clark Nexsen	\$ 4,532,248	\$ 129,844	
6	Materials Management Facility	Jul-07	Mar-10		\$ 3,500,000	\$ 3,500,000	SD	TBD	TBD	Wiley & Wilson	\$ 440,000	\$ 37,900	
7	Visitors and Undergraduate Admissions Center	Jul-06	Sep-09		\$ 5,250,000	\$ 10,500,000	SD	TBD	TBD	Glave & Holmes Associates	\$ 1,012,715	\$ 4,435	
8	Academic and Student Affairs Building	Jun-07	Nov-12	P	\$ 2,720,000	\$ 2,720,000	SD	TBD	TBD	Burt Hill Kosar Rittleman Associates	\$ 3,550,508	\$ 16,096	
9	VBI Addition Facility	Jun-07	Nov-10	P	\$ 2,400,000	\$ 2,400,000	DD	Mar-09	Oct-10	Perkins + Will	\$ 2,524,002	\$ -	
10	Geosciences Building & Discovery Center - Sciences Research Laboratory - I	Oct-06	TBD	P	\$ 3,500,000	\$ 2,383,000	A/E S	TBD	TBD	TBD	\$ 399,642	\$ 68,186	
11	Center for the Arts	Sep-04	TBD		\$ 40,000,000	\$ 63,000,000	A/E S	TBD	TBD	Snohetta AS with STV Group, Inc.	\$ 10,646,530	\$ 5,869	
12	Southern Piedmont AREC Laboratory Facility	Dec-07	Feb-10	P	\$ 375,000	\$ 375,000	DD	Mar-09	Feb-10	FPW Architects	\$ 390,976	\$ 12,750	
13	Signature Engineering Building	Jul-08	TBD	PP	\$ 250,000	\$ 250,000	A/E S	TBD	TBD	Zimmer Gunsul Frasca Architects	\$ 407,271	\$ -	
14	Human and Biological Sciences Building I	Jul-08	TBD	DP	\$ 2,040,000	\$ 2,040,000	A/E S	TBD	TBD	Lord, Aeck & Sargent, Inc.	\$ 399,782	\$ -	
15	Renovate Davidson Hall	Jul-08	TBD	DP	\$ 1,506,000	\$ 1,506,000	A/E S	TBD	TBD	Einhorn Yaffee Prescott	\$ 2,822,856	\$ -	
16	Chiller Plant	Jul-08	TBD	DP	\$ 480,000	\$ 480,000	A/E S	TBD	TBD	Burns and Roe Service Corporation	\$ -	\$ -	
17	Owens and West End Market Food Courts	Jul-08	TBD		\$ 5,000,000	\$ 5,000,000	A/E S	TBD	TBD	Clark Nexsen	\$ 419,990	\$ -	
18	Football Locker Room Addition	Mar-09	Aug-09	DB	\$ 18,000,000	\$ 18,000,000	A/E S	Mar-09	Aug-09	Barton Malow Company	\$ 11,475,000	\$ -	
19	Myers Lawson School of Construction Phases II & III	Nov-09	TBD	PP	\$ 400,000	\$ 400,000	A/E S	TBD	TBD	Perkins + Will	\$ 400,000	\$ -	
20	College of Agriculture Land Use Study Phase I	Mar-09	TBD	pp	\$ 500,000	\$ 500,000	A/E S	TBD	TBD	TBD	-	-	
CONSTRUCTION PROCUREMENT													
1	Campus Heat Plant - Life Sciences Precinct Steam Line	Jul-04	Dec-09		N/A	N/A	BID	Oct-08	Mar-10	Affiliated Engineers, Inc.	N/A	N/A	
PENDING PROJECTS													
1	Public Safety Building	Aug-07	Feb-11	P	\$ 1,600,000	\$ 1,600,000	PDG	TBD	TBD	TBD	TBD	N/A	
2	Administrative Services Building	Jul-06	Feb-10		\$ 12,000,000	\$ 12,000,000	PDG	TBD	TBD	TBD	TBD	N/A	
PROJECTS ON HOLD													
1	Indoor Athletic Training Facility	Jul-06	Jul-10		\$ 25,000,000	\$ 25,000,000	HOLD	TBD	TBD	TBD	TBD	N/A	
2	New Residence Hall - II	Jul-07	Jul-11		\$ 27,000,000	\$ 27,000,000	HOLD	TBD	TBD	Einhorn Yaffee Prescott	\$ 1,997,450	\$ -	
Total					\$ 215,427,000	\$ 325,723,000							

\*\* Original Completion Date is defined as the Original Substantial Completion date. Occupancy usually occurs within 60 days of Substantial Completion.

P - Only planning funds authorized.

PP - Pre-planning authorization only.

DP - Detailed planning authorization only.

DB - Design Build Procurement

(1) - Current Approved Budget amount shown reflects balance of project after bidding of subprojects.

Phase Abbreviations

A/E S = A/E Selection/Programming

SD = Schematic Design

DD = Design Development (Preliminary Design)

CD = Construction Documents (Working Drawings)

BID = Bid Phase

PDG = Pending

HOLD = On Hold

CAPITAL PROJECT STATUS REPORT  
Projects Under Construction and Completed  
June 1, 2009

Attachment D

			MILESTONE DATES			SUBSTANTIAL COMPLETION DATES				CONSTRUCTION BUDGET					MISCELLANEOUS	
PROJECTS	GC/CM/DB	DELIVERY METHOD	STATE OR BOV AUTHORIZATION	NOTICE TO PROCEED	MOBILIZATION	SUBSTANTIAL COMPLETION WHEN AUTHORIZED	CURRENT CONTRACTUAL SUBSTANTIAL COMPLETION	NOTES	ANTICIPATED OCCUPANCY	INITIAL CONSTRUCTION BUDGET	A/E FINAL ESTIMATE	BID/GMP	CUMULATIVE CHANGE ORDERS TO-DATE	CURRENT CONSTRUCTION AMOUNT	ESTIMATED WORK-IN-PLACE	
UNDER CONSTRUCTION																
1	ICTAS - I	Branch & Associates, Inc.	DBB	Feb-03	May-06	May-06	Aug-06	Oct-08		Oct-08	\$ 25,340,332	\$ 24,894,766	\$ 31,852,181	\$ 6,616,718	\$ 38,468,899	99%
2	Campus Heat Plant - Steam Distribution Upgrades (BP 1)	Waco, Inc.	DBB	Jul-04	Mar-07	Mar-07	N/A	Nov-08		N/A	\$ 8,000,000	\$ 7,996,000	\$ 6,947,200	\$ 781,080	\$ 7,728,280	98%
3	Campus Heat Plant - Boilers 8, 9, and 10 Upgrades (BP 2)	McGraw-Morgan	DBB	Jul-04	May-07	May-07	N/A	Nov-08		N/A	\$ 2,400,000	\$ 2,489,333	\$ 2,848,640	\$ 131,947	\$ 2,980,587	100%
4	Campus Heat Plant - Plant Upgrades - Phase I (BP 3)	Waco, Inc.	DBB	Jul-04	May-07	May-07	N/A	May-08		N/A	\$ 1,600,000	\$ 1,666,935	\$ 1,119,000	\$ 50,339	\$ 1,169,339	100%
5	New Residence Hall - I	Branch & Associates, Inc.	DBB	Jul-00	Dec-07	Dec-07	May-09	Jun-09		Aug-09	\$ 17,500,000	\$ 20,098,900	\$ 25,077,582	\$ 262,068	\$ 25,339,650	80%
6	Renovate Henderson Hall and Black Box Theater	Avis Construction Company, Inc.	DBB	Feb-04	Feb-08	Feb-08	Oct-08	May-09		Sep-09	\$ 9,534,000	\$ 12,918,200	\$ 11,559,955	\$ 139,638	\$ 11,699,593	72%
7	Hampton Roads Classroom	Sun Bay Contracting	DBB	May-07	Apr-08	Apr-08	May-08	Oct-08		Nov-08	N/A	\$ 300,000	\$ 238,900	\$ 16,085	\$ 254,985	100%
8	Basketball Practice Facility	The Whiting-Turner Contracting Company	CMR	Mar-07	Apr-08	Apr-08	Aug-09	TBD		Nov-09	\$ 16,400,000	TBD	\$ 3,964,046	\$ 12,293,705	\$ 16,257,751	89%
9	Virginia Tech-Carilion Medical School and Research Institute	Carilion/Skanska USA Building, Inc./HSMM	PPEA	Jul-08	Sep-08	Sep-08	Aug-10	Aug-10		Aug-10	\$ 59,000,000	N/A	N/A	N/A	\$ 59,000,000	10%
10	Parking Structure	Rentenbach Constructors Incorporated	DB	Jun-08	Aug-08	TBD	Jun-10	Jun-10		Jul-10	\$ 25,500,000	\$ 25,000,000	\$ 19,548,000	\$ -	\$ 19,548,000	7%
11	Indoor Batting Practice Facility	G&H Contracting, Inc.	DBB	Aug-08	Nov-09	Nov-09	May-09	May-09		May-09	\$ 1,500,000	N/A	\$ 1,145,500	\$ -	\$ 1,145,500	28%
COMPLETED PROJECTS																
1	Litton Reaves Structural Repairs	Carolina Restoration & Waterproofing	DBB	N/A	Nov-06	Nov-06	Dec-07	Dec-07		Jan-08	\$ 2,661,789	\$ 2,336,690	\$ 1,961,770	\$ 524,814	\$ 2,486,584	100%

**Abbreviations**  
DBB = Design-Bid-Build  
CMR = Construction Manager @ Risk  
CMA = Construction Manager - Agent  
DB = Design/Build  
PPEA = Public/Private Partnership  
OTH = Other

**Notes**  
\* Notice to Proceed authorized submittal process in Feb. 2007, however, did not authorize construction activities to begin until May 2007.  
\*\* Basketball Practice Facility Current Construction Amount is for Foundations, Concrete, and Structural Early Package GMP only.

## **RESOLUTION ON DEMOLITION OF UNIVERSITY BUILDINGS**

**WHEREAS**, under the 2006 Management Agreement between the Commonwealth of Virginia and the University, the Board of Visitors has the authority to approve the disposition of any building; and

**WHEREAS**, a tenant residence, which does not have a building number, at the Hampton Roads Agricultural Research and Extension Center, located at 1444 Diamond Springs Road in Virginia Beach, is in poor condition and uneconomical to repair; and

**WHEREAS**, two tenant residences, building numbers 701 and 705, located at the Catawba Farm in Roanoke County, are in poor condition and uneconomical to repair; and

**WHEREAS**, a tenant residence, building number 801, located at the Middleburg Agricultural Research and Extension Center in Fauquier County, is in poor condition and uneconomical to repair; and

**WHEREAS**, the University will obtain the approvals of the Art and Architectural Review Board and the Department of Historic Resources for the demolition of these buildings prior to demolition;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors approve the demolition of the tenant residence located at the Hampton Roads Agricultural Research and Extension Center in Virginia Beach, and building numbers 701, 705, and 801, in accordance with the applicable statutes of the Code of Virginia (1950), as amended.

### **RECOMMENDATION:**

That the above resolution authorizing the demolition of the tenant residence located at the Hampton Roads Agricultural Research and Extension Center in Virginia Beach, and building numbers 701, 705, and 801, be approved.

June 1, 2009

Tenant Residence at Hampton Roads Agricultural Research and Extension Center





Building No. 701 – ROANOKE COUNTY





Building No. 701 – ROANOKE COUNTY



Building No. 705 – ROANOKE COUNTY





Building No. 705 – ROANOKE COUNTY



Building No. 801 – Middleburg Agricultural Research and Extension Center





Building No. 801– Middleburg Agricultural Research and Extension Center



**RESOLUTION ON APPOINTMENTS TO THE BLACKSBURG-VIRGINIA  
POLYTECHNIC INSTITUTE SANITATION AUTHORITY**

**WHEREAS**, the Blacksburg-Virginia Polytechnic Institute Sanitation Authority (the Authority) consists of five directors who are responsible for the management and operation of the Authority. One director is appointed by each of the political subdivisions, and the other three directors are appointed jointly by the Virginia Tech Board of Visitors and the Blacksburg Town Council; and,

**WHEREAS**, one of the joint representatives of the Authority, W. Bane Atkinson, retired prior to the term expiration date of January 1, 2012; and,

**WHEREAS**, the Authority desires to amend and extend until July 1, 2059 the term of its Articles of Incorporation in connection with the defeasance and refunding of its debt; and,

**WHEREAS**, it is necessary to appoint or reappoint members of its Board of Directors in connection therewith; and,

**WHEREAS**, Raymond D. Smoot, Jr. currently serves as the University's representative with a term expiring on January 1, 2010; and the Town Council and the University desire to appoint Raymond D. Smoot, Jr. as a joint representative for a term expiring January 1, 2012; and,

**WHEREAS**, Lucius M. Merritt, Jr., currently serves as a joint appointee to the Board of Directors, with a term expiring on January 1, 2010; and the Town Council and the University desire to re-appoint Lucius D. Merritt, Jr. for a term expiring January 1, 2014; and,

**WHEREAS**, William R. Cook currently serves as a town appointee to the Board of Directors with a term expiring on January 1, 2010; and the Town Council and the University desire to appoint William R. Cook as a joint representative for a term expiring January 1, 2012; and,

**WHEREAS**, Virginia Tech desires to appoint Michael J. Coleman, Associate Vice President for Facilities Services, to serve as the University's representative to the Authority for a term expiring January 1, 2012;

**NOW THEREFORE BE IT RESOLVED**, that Raymond D. Smoot, Jr. be named as a joint representative and member on the Blacksburg-Virginia Polytechnic Institute Sanitation Authority effective immediately, for a term expiring January 1, 2012; and,

**BE IT FURTHER RESOLVED**, that Lucius M. Merritt, Jr. be named as a joint representative and member on the Blacksburg-Virginia Polytechnic Institute Sanitation Authority effective immediately, for a term expiring January 1, 2014; and,

**BE IT FURTHER RESOLVED**, that William R. Cook be named as a joint representative and member on the Blacksburg-Virginia Polytechnic Institute Sanitation Authority effective immediately, for a term expiring January 1, 2012; and,

**BE IT FURTHER RESOLVED**, that Michael J. Coleman be named as the university's representative and member on the Blacksburg-Virginia Polytechnic Institute Sanitation Authority, effective immediately, for a term expiring January 1, 2012.

**BE IT FURTHER RESOLVED**, that Virginia Polytechnic Institute and State University concurs in the amendment of the Authority's Articles of Incorporation to extend the Authority until July 1, 2059.

**RECOMMENDATION:**

That the resolution recommending that Raymond D. Smoot, Jr., Lucius M. Merritt, Jr., and William R. Cook be appointed as joint representatives and Michael J. Coleman be appointed as the university's representative to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority Board of Directors and concurring in the extension of the Authority's Articles of Incorporation until July 1, 2059 be approved.

June 1, 2009



**RESOLUTION ON APPOINTMENT TO THE  
BLACKSBURG-CHRISTIANSBURG-VPI  
WATER AUTHORITY**

**WHEREAS**, the Blacksburg-Christiansburg-VPI Water Authority (the Authority) consists of five directors who are responsible for the management and operation of the Authority. One director is appointed by each of the political subdivisions, and the other two directors are appointed jointly by the Virginia Tech Board of Visitors and the Town Councils; and

**WHEREAS**, the Board of Visitors approved the appointment of Sherwood G. Wilson, the Vice President for Administrative Services, as the university's representative to the Authority on August 27, 2007 to serve the remainder of his predecessor's term expiring August 31, 2009; and

**WHEREAS**, the Authority has advised that the current term of the university's representative to the Authority, as recognized by the Authority's Articles of Incorporation, expires on August 31, 2010;

**NOW, THEREFORE, BE IT RESOLVED**, that the appointment of Sherwood G. Wilson be extended to August 31, 2010 to coincide with the terms of office established by the Authority's Articles of Incorporation.

**RECOMMENDATION:**

That the above resolution extending the appointment of Sherwood G. Wilson to August 31, 2010 on the Blacksburg-Christiansburg-VPI Water Authority be approved.

June 1, 2009

## **MEN'S BASKETBALL NATIONAL INVITATIONAL TOURNAMENT BONUS RECOMMENDATION**

In its fifth season as a member of the Atlantic Coast Conference (ACC), the Virginia Tech Men's Basketball program completed the year with an overall record of 19-wins and 15-losses. The Hokies received an invitation to play in the National Invitational Tournament – its tenth postseason appearance in the NIT – and advanced to the second round of the NIT before being defeated by the Baylor Bears. The Hokies completed their 2008-09 season ranked eighth in the ACC.

To recognize the dedication and efforts of Coach Seth Greenberg, the university proposes to award Coach Greenberg, in accordance with the terms of his contract, a bonus of \$5,000.

The recommendation for payment of this bonus is in accordance with the university's post season play bonus policy and is consistent with prior practice for awarding bonuses for coaching in this sport. This bonus is a one-time award and does not affect base salary. Funds for the bonus are budgeted within the Athletic Department's budget for post-season play.

RECOMMENDATION: That the contractual bonus for Coach Greenberg be ratified. This action is consistent with the university bonus policy and procedure statement for athletic sporting events.

June 1, 2009

## **WOMEN'S SWIMMING NCAA CHAMPIONSHIPS BONUS RECOMMENDATIONS**

The Virginia Tech Women's Swimming team participated in the NCAA Championships on March 19-21 in College Station, Texas. The team, consisting of three seniors, a sophomore and a freshman, competed in team and individual relays. Virginia Tech senior Sara Smith finished with the 11<sup>th</sup> best time in the 50 free relay on the first day of individual competition, while the team placed 15<sup>th</sup> in the 400 free relay finals. Overall, the Virginia Tech Women's Swimming team finished in 34<sup>th</sup> place at the NCAA Championships with a total of 13.5 points scored.

In recognition of their dedication and accomplishments, the University proposes to reward the coaches of the women's swimming program, as well as volunteer coaches. The recommendation for payment of these bonuses is in accordance with the university's post season play bonus policy and is consistent with prior practice for awarding bonuses for coaching in this sport. These bonuses are one-time awards and do not affect base salaries. Funds for the bonuses are budgeted within the Athletic Department's budget for post-season play.

RECOMMENDATION: That the recommended bonuses for coaches of the swimming program be approved. The recommendation for payment of bonuses is in accordance with the university's post season play bonus policy and is consistent with prior practice for awarding bonuses for coaching in this sport.

June 1, 2009

**WOMEN'S SWIMMING NCAA CHAMPIONSHIP BONUSES**

	<u>Title</u>	<u>Bonus Amount</u>
Borendame, Genevieve	Assistant Coach	\$ 1,000
Holloway, Braden	Associate Head Coach	1,000
Piemonte, Ron	Diving Coach	1,000
Skinner, Ned	Head Coach	2,000
Dillon, Lauren	Volunteer Coach	<u>1,000</u>
		\$ 6,000

*NOTE: The recommendation for payment of these bonuses is in accordance with the university's post season play bonus policy and is consistent with prior practice for awarding bonuses for coaching in this sport.*

*Presentation Date: June 1, 2009*

## **WRESTLING NCAA CHAMPIONSHIPS BONUS RECOMMENDATIONS**

The Virginia Tech Wrestling team sent a school record of eight qualifiers to the NCAA Wrestling Championships held in St. Louis, Missouri on March 19-21. Tech freshman Jarrod Garnett earned the top seed in his weight class of 125 pounds, as did sophomore Tommy Spellman who earned the top seed in the 184 pound weight class. The wrestlers made it through three sessions of competition before ending their season in the fourth session of competition.

In recognition of their dedication and accomplishments, the University proposes to reward the coaches of the wrestling program. The recommendation for payment of these bonuses is in accordance with the university's post season play bonus policy and is consistent with prior practice for awarding bonuses for coaching in this sport. These bonuses are one-time awards and do not affect base salaries. Funds for the bonuses are budgeted within the Athletic Department's budget for post-season play.

RECOMMENDATION: That the recommended bonuses for coaches of the wrestling program be approved. The recommendation for payment of bonuses is in accordance with the university's post season play bonus policy and is consistent with prior practice for awarding bonuses for coaching in this sport.

June 1, 2009

**WRESTLING NCAA CHAMPIONSHIP BONUSES**

	<u>Title</u>	<u>Bonus Amount</u>
Dresser, Kevin	Head Coach	\$ 2,000
Robie, Tony	Associate Head Coach	1,000
Yetzer, Nathan	Assistant Coach	<u>1,000</u>
		\$ 4,000

*NOTE: The recommendation for payment of these bonuses is in accordance with the university's post season play bonus policy and is consistent with prior practice for awarding bonuses for coaching in this sport.*

*Presentation Date: June 1, 2009*



## **2009 NCAA MEN'S AND WOMEN'S INDOOR TRACK AND FIELD CHAMPIONSHIP BONUS RECOMMENDATIONS**

The 2009 NCAA Indoor Track and Field Championship competition was held in College Station, Texas on March 13-14, and ended with the Virginia Tech Men's and Women's teams breaking eight school records by achieving All-American status. The men's team finished in 22<sup>nd</sup> place overall, while the women's team tied for 35<sup>th</sup>. In addition, the Hokie Men's junior standout Yavgeniy Olhovksy was named the NCAA Southeast Region Men's Indoor Field Athlete of the Year by the U.S. Track and Field and Cross Country Coaches Association for his skill in pole vaulting. Virginia Tech Women's pole vaulter Abby Schaffer earned the title of Women's Indoor Track and Field Freshman of the Year Award at the ACC Championship competition held earlier in February.

In recognition of their dedication and accomplishments, the University proposes to reward the coaches of the men's and women's track and field program, as well as volunteer coaches. The recommendation for payment of these bonuses is in accordance with the university's post season play bonus policy and is consistent with prior practice for awarding bonuses for coaching in this sport. These bonuses are one-time awards and do not affect base salaries. All bonuses are funded from the Athletic Department budget for post-season play.

RECOMMENDATION: That the recommended bonuses for coaches of the track and field program be approved. This action is consistent with the university bonus policy and procedure statement for athletic sporting events.

June 1, 2009

**NCAA MEN'S AND WOMEN'S INDOOR TRACK AND FIELD  
CHAMPIONSHIP BONUSES**

	<u>Title</u>	<u>Bonus Amount</u>
Cianelli, David	Head Coach and Director of Track & Field and Cross Country Program	\$ 4,000
Daux, Manny	Sprints, Hurdles & Jumps Coach	2,000
Jack, Greg	Associate Head Men's Track and Field Coach/Throws Coach	2,000
Thomas, Ben	Cross Country and Distance Coach	2,000
Vidt, Stacey	Assistant Cross Country and Distance Coach	2,000
Phillips, Robert H.	Volunteer Coach / Pole Vault	<u>2,000</u>
		\$14,000

*NOTE: The recommendation for payment of these bonuses is in accordance with the university's post season play bonus policy and is consistent with prior practice for awarding bonuses for coaching in this sport.*

*Presentation Date: June 1, 2009*

## THE VIRGINIA TECH CLIMATE ACTION COMMITMENT RESOLUTION

**WHEREAS**, in December 2007 President Steger met with students about the Presidents Climate Commitment, and in April 2008, President Steger charged the Energy & Sustainability Committee with drafting a Virginia Tech Climate Commitment and sustainability plan;

**WHEREAS**, Virginia Tech's electricity bill increased 54% from \$8.2 to \$12.6 million from 2004 to 2008 at a time of major state budget reductions, and electricity rates are expected to increase;

**WHEREAS**, efforts to reduce electricity and energy use and related greenhouse gas (GHG) emissions also reduce the rising costs of energy;

**WHEREAS**, the 2007 Virginia Energy Plan and 2008 report of the Governor's Commission on Climate Change call on the Commonwealth to reduce its GHG emissions to 2000 levels by 2025;

**WHEREAS**, the Governor's Commission, Governor Kaine, the Town of Blacksburg, the Obama administration, and countless states, cities, and campuses across the country, have endorsed a long term target for GHG emissions of 80% below 1990 levels by 2050;

**WHEREAS**, the Virginia Division of Engineering and Buildings issued new rules in December 2008 requiring all new state buildings and major renovations to achieve either LEED certification or a 30% improvement in energy performance over ASHRAE 90.1 2004 and other requirements;

**WHEREAS**, the Governor's Commission calls on the state agencies to lead the Commonwealth to lower emissions by example, and Virginia Energy Plan also calls on the state's universities to "lead by example by implementing energy-efficiency actions across their campuses. These actions will not only reduce energy use and lower energy bills but will also help educate our next generation of leaders on how to manage energy wisely in their lives;"

**WHEREAS**, many colleges and universities throughout the country have joined this "lead by example" challenge and joined a national movement to "green" university campuses; 606 have signed the American Colleges and Universities Presidents Climate Commitment, including 7 ACC schools, 15 Virginia colleges, 16 top 50 research universities, and 26 land grant institutions; and

**WHEREAS**, Virginia Tech is the premier technical and design university in the Commonwealth and should take on this leadership role, exceed minimum state standards, and demonstrate emerging technologies and management approaches to reduce energy consumption and costs and reduce GHG emissions; and

**WHEREAS**, Virginia Tech has adopted Campus Energy and Water Policy 5505 that establishes a foundation for this commitment regarding efficient use of energy on campus.

**WHEREAS**, 18 Virginia Tech student organizations are members of the Campus Coalition for Sustainability and student, staff, and faculty interest in sustainability issues is at an all-time high;

**NOW, THEREFORE BE IT RESOLVED:** that the university shall adopt the following Virginia Tech Climate Action Commitment, effective immediately:

1. Virginia Tech will be a Leader in Campus Sustainability.
2. The university will represent the VTCAC&SP in the Virginia Tech Strategic Plan.
3. Virginia Tech will establish a target for reduction of campus GHG emissions to 80% below 1990 emission level by 2050, and interim targets from 2006 emissions of 316,000 tons consistent with the Virginia Energy Plan, the Governor's Commission on Climate Change, the Town of Blacksburg, and the federal administration: for 2012, 295,000 tons (on path to 2025 target); for 2025, 255,000 tons (2000 emission level); and for 2050, 38,000 tons (80% below 1990 emission level).
4. Virginia Tech will work toward these emission reduction targets through improved energy efficiency, reduction of energy waste, replacement of high-carbon fuels, and other measures identified in the VTCAC&SP.
5. Virginia Tech will establish an Office of Sustainability to
  - a. Coordinate programs for campus sustainability,
  - b. Oversee implementation of the VTCAC&SP,
  - c. Monitor annual electricity and other energy use and GHG emissions, and
  - d. Working with faculty and departments, manage a campus-wide student internship and undergraduate research program using the campus as a sustainability laboratory
6. Virginia Tech will pursue LEED Silver certification or better and exceed ASHRAE 90.1 2004 energy performance by 35% (ASHRAE 90.1 2007 by 30%) for all new buildings and major renovations. Capital budgets should account for future energy price, cost of building operation, return on investment, and environmental benefits of achieving this level of performance.
7. Virginia Tech will improve electricity and heating efficiency of campus facilities and their operations, including the heating and cooling infrastructure and operation, lighting efficiency, controls and operation, and equipment efficiency and controls.
8. The university will adopt at least 4 reduction measures in the Waste Minimization component of the national RecycleMania competition. Virginia Tech Recycling will adopt a goal of 35% recycle rate by 2012 and 50% by 2025.
9. Virginia Tech will require purchase of Energy Star rated equipment, maximum practicable recycled-content paper, and other low life-cycle cost products, with exceptions for special uses.

10. Virginia Tech will engage students, faculty and staff through education and involvement to reduce consumption of energy, water, and materials in academic and research buildings, dining and residence halls, and other facilities.
11. Virginia Tech will improve transportation energy efficiency on campus through parking, fleet, and alternative transportation policies. Alternative transportation use will increase from the current level of 45%, to a goal of 52% in 2015, and 60% in 2020.
12. The university will create and support a virtual Virginia Tech School of Sustainability or similar mechanism to coordinate, develop, and communicate related instructional, research, and outreach academic programs.
13. The university will monitor energy use and GHG emissions as well as changing internal and external conditions, prepare an annual 'report card' showing progress towards targets, and periodically re-evaluate targets, making adjustments to targets as appropriate based on changing internal and external conditions and evolving technologies.
14. With regard to all the items in this resolution, major personnel and investment decisions, including capital projects, associated with implementing the VTCAC&SP will be based on a joint review of costs and benefits by university financial and facilities staff and be subject to availability of funds. Virginia Tech will provide funding to support sustainability programs through a variety of sources, which might include savings from reduced electricity and energy fuels, E&G funds, loans, a Green Development Fund from private sources, and a student Green Fee.

**RECOMMENDATION:**

That the above resolution authorizing the University to adopt the Virginia Tech Climate Action Commitment be approved.

June 1, 2009

## **Committee Minutes**

### **FINANCE AND AUDIT COMMITTEE**

**Duck Pond Conference Room, Skelton Conference Center**

**June 1, 2009**

#### **Finance Closed Session**

**Board Members Present:** Mr. Michael Anzilotti, Ms. Beverley Dalton, Mr. George Nolen

**VPI & SU Staff:** Ms. Kay Heidbreder, Ms. Sharon Kurek, Mr. M. Dwight Shelton, Jr., Dr. Charles Steger, Dr. Lisa Wilkes

#### **1. Motion for Closed Session**

- \* **2. Ratification of Personnel Changes Report:** The Committee met in Closed Session to review and take action on the quarterly personnel changes report.
- \* **3. 2009-2010 Promotion, Tenure, and Continued Appointment Program:** The Committee met in Closed Session to review and take action on the 2009-2010 Promotion, Tenure, and Continued Appointment Program.
- \* **4. Ratification of Contractual and Approval of Non-Contractual Bonuses for Athletic Events:** The Committee met in Closed Session to review and take action on bonuses for athletic events.

#### **Finance Open Session**

**Board Members Present:** Mr. Michael Anzilotti, Ms. Beverley Dalton, Mr. George Nolen

**VPI & SU Staff:** Ms. Lisa Blackwell, Mr. Erv Blythe, Mr. Mel Bowles, Mr. Bob Broyden, Mr. Allen Campbell, Mr. Al Cooper, Mr. John Cusimano, Mr. Corey Earles, Mr. Conor Fagan, Ms. Rebecca French, Ms. Debbie Fulton, Mr. Tim Hodge, Ms. Sharon Kurek, Mr. Kenny Lewis, Jr., Mr. Ken Miller, Ms. Terri Mitchell, Ms. Kim O'Rourke, Mr. Mark Owczarski, Mr. Chris Rahmes, Ms. Kathy Sanders, Mr. M. Dwight Shelton, Jr., Dr. Raymond Smoot, Jr., Dr. Charles Steger, Mr. Jeb Stewart, Mr. Brian Templeton, Mr. Fred Weaver, Ms. Melinda West, Dr. Lisa Wilkes

**Guests:** Mr. Greg Esposito, Roanoke Times

#### **1. Motion to Reconvene in Open Session**



2. **Approval of Items Discussed in Closed Session:** The Committee reviewed and took the following actions on items discussed in closed session: ratified the Personnel Changes Report, approved the 2009-2010 Promotion, Tenure and Continued Appointment Program, and ratified the contractual bonuses and approved the non-contractual bonuses for athletic events.
3. **Opening Remarks and Approval of Minutes of the March 23, 2009 Meeting:** The Chair commended the university administration, faculty and staff for working together to develop a university budget which meets the university's budget reduction targets while minimizing the impact on university programs and utilizing creative funding mechanisms. The Committee reviewed and approved the amended minutes of the March 23, 2009 meeting.
4. **Report on Implementation of Increased Administrative Efficiencies through Expansion of Automated Systems and Enhanced Security:** The Committee received a progress report on the University's plan to automate the University's administrative systems utilizing modern information technology processes and security tools to gain process efficiencies. The report highlights some of the efficiencies and process improvements that have been achieved since the November 2008 report, including an overview of priority automation projects contained within the plan.

Considerable progress has been made in expanding the use of the University's automated purchasing system, the HokieMart, to include purchases of all university internal services. Processes of the Accounts Payable area have been enhanced to enable the receipt of electronic invoices into HokieMart with full integration into Banner from two of our high-volume vendors, SciQuest and SungardHE. The Payroll Office and Human Resources combined efforts to automate the Internal Revenue Service 1042-S tax form which will result in a more timely delivery of information and a cost savings due to the paperless process. In support of the SACS accreditation, a number of enhancements have been implemented for presentation of course information and faculty credentials, as well as for SACS reporting.

Virginia Tech continues to focus on increasing the pace of automation efforts through effective management of various factors including:

- resource allocation and usage for automation projects,
- prioritization of projects,
- vendor system functionality and availability, and
- regulatory or compliance requirements.

5. **Report on Graduate Student Health Insurance Program:** In response to a request made at the March 2009 meeting, the Committee received a report on the health insurance program for graduate students, including the annual health insurance premiums and costs for an individual student based on the level of coverage options elected by the student. The Virginia Tech Graduate Student Health Insurance Program, when compared with SCHEV peers offering similar

programs, is a comparable program. As with all insurance programs, there are differences in service options that may result in higher/lower premium costs, higher/lower deductibles, or higher/lower out-of-pocket maximums.

Over the next year, the university plans to continue to work with the Graduate Student Insurance Committee in their outreach efforts. Additionally, the university will conduct a survey of the graduate student population. The purpose of the survey will be to ascertain the graduate students' responses to specific services offered through the insurance plan, premium and deductible costs, and out-of-pocket expenses, as well as to determine the key priorities of the graduate student population related to health insurance coverage. The survey will be conducted during the fall semester to ensure responses can be reviewed prior to preparing the 2010-11 insurance program.

- \* **6. Approval of Year-to-Date Financial Performance Report (July 1, 2008 – March 31, 2009):** The Committee reviewed for approval the Year-to-Date Financial Performance Report for July 1, 2008 – March 31, 2009. For the third quarter, budget adjustments were made to reflect revisions to projected revenues and expenditures. During the third quarter, the tuition and fee revenue was less than historical projections due to the timing of collections. Total sponsored expenditures are less than projected, but are ahead of 2007-08 activity levels. For the quarter ending March 31, 2009, \$37.5 million had been expended for Educational and General and 2002 General Obligation Bond capital projects, and \$37.4 million had been expended for Auxiliary Enterprises capital projects. Capital outlay expenditures for the nine-month period ending March 31, 2009 totaled \$74.9 million.

The Committee recommended the Year-to-Date Financial Performance Report to the full Board for approval.

- \* **7. Approval of 2009-2010 Faculty Compensation Plan:** The Committee reviewed for approval the 2009-10 Faculty Compensation Plan. The University continues to use the parameters provided by the Secretary of Education in the "Consolidated Salary Authorization for Faculty Positions in Institutions of Higher Education" that outlines the authorized salary average for full-time teaching and research faculty positions, defines the qualification criteria for teaching and research faculty and administrative and professional faculty, and requires a board-approved faculty compensation plan. In the late 1980s, the General Assembly established an objective to fund a faculty salary average at all institutions that would approximate the salary average at the 60<sup>th</sup> percentile in the ranking of salary averages in individual benchmark groups. The 2009-10 benchmarking of Virginia Tech's Faculty Salary Average is made using the peer group established in 2007.

Included in the faculty compensation plan are the processes that guide the promotion, tenure, and continued appointment actions, the annual evaluation of faculty, and the salary adjustments for faculty, including those adjustments that are made outside of the annual merit cycle.

The authorized salary average for 2008-09 for Virginia Tech is \$89,215. This places Virginia Tech at the 35<sup>th</sup> percentile of its peer group for 2008-09. Because the General Assembly did not provide funding for increases in 2009-10, the authorized salary average is expected to remain constant in 2009-10.

The Committee expressed their concern at the drop in the university's rank to the 35<sup>th</sup> percentile and discussed with the university administration several components that could impact faculty salaries and the percentile rankings, including percentage of time spent on instruction and research and cost of living differentials. The Committee requested that the university conduct a peer review that would include the percentage of time that is spent on teaching, research, and outreach activities by faculty rank and the percentage of faculty within each of the faculty ranks. A detailed report of the findings will be presented to the Committee at a future Board meeting.

The Committee recommended the 2009-2010 Faculty Compensation Plan to the full Board for approval.

- \* **8. Approval of 2009-2010 University Budget:** The Committee reviewed for approval the following 2009-2010 University budgets:

University Budget

The University anticipates authorization of \$1.042 billion during 2009-10 to carry out all of its programs, based upon the direct appropriations. However, the University's annual internal budget varies from this external expenditure authorization for several reasons, some of which increase the annual expenditure authority while others reduce the expenditure plans. For 2009-10, the net of these transactions results in an annual internal budget for all operations of approximately \$1.048 billion; this is an increase of \$25.0 million over the original 2008-09 budget. This increase reflects changes in nongeneral fund revenues for 2009-10 as well as actions in the 2009 General Assembly session that will impact the 2009-10 General Fund appropriation.

The Educational and General budget will be \$556.8 million in 2009-10; the decrease is 1.3 percent smaller than the original 2008-09 budget and results from General Fund reductions being larger than the incremental tuition and fee revenue and federal support. In 2009-10, the auxiliary operations are projected to grow approximately 6.5 percent over the original 2008-09 budget; a significant portion of the increase is attributable to growth in Residential and Dining Programs, increased sales revenue for Virginia Tech Electric Service, and an increase in Intercollegiate Athletics revenue. The University anticipates \$16.5 million of growth over 2008-09 due to projected increases in externally sponsored research activities. The University's student financial assistance program includes \$17.7 million in state General Fund support and \$2.2 million in American Recovery and Reinvestment Act of 2009 (ARRA) funding for 2009-2010 to provide a tuition mitigation grant for each in-state undergraduate student to hold their net cost increase to 5 percent. The University will receive \$17.3 million in ARRA funds and will utilize these funds for Educational and General expenditures in order to mitigate tuition increases. The University may also

pursue some facilities renovations which otherwise would have required tuition revenues to cover their costs.

The capital outlay program for fiscal year 2010 includes 21 Educational and General projects, 9 General Obligation Bond projects, and 14 Auxiliary Enterprise projects for a total of 44 projects. The total capital outlay budget for fiscal year 2010 includes approximately \$790 million of authorizations with an estimated available balance of \$493 million. Of the available balance, the University plans to spend about \$157 million in fiscal year 2010.

The Committee received a presentation on elements of Title XIV of the American Recovery and Reinvestment Act of 2009. The 2009-10 Appropriation Act includes language that requires the State Council of Higher Education for Virginia (SCHEV) and the Director of the Department of Planning and Budget (DPB) to inform the Board of Visitors regarding the requirements of Title XIV of the ARRA. The University has subsequently received guidance from SCHEV and DPB requesting that the institution present the requirements of Title XIV of the ARRA as well as the complete text of the ARRA to its Board of Visitors. In response to this request, the University included an executive summary of Title XIV as well as a copy of the entire text of Title XIV in Attachment A to the 2009-2010 budget materials.

The primary responsibilities of both the state and the University under Title XIV include the following:

- **Section 14002** covers the permitted uses of stabilization funds by the state. For higher education, the intention is to restore state support to the level of funding that existed in fiscal year 2008 or 2009, whichever is greater ; and,
- **Section 14004** provides detailed guidelines for institutions of higher education and states that, in general, a public institution of higher education that receives funds under this Title must use the funds for education and general expenditures and in a way that mitigates the need to raise tuition and fees for in-state students. The funds may also be used for modernization, renovation, or repair of institution of higher education facilities that are primarily used for instruction, research, or student housing, including modernization, renovation, and repairs that are consistent with a recognized green building rating system; and,
- **Section 14005** outlines the state requirement to maintain during fiscal years 2009, 2010, and 2011 state support for higher education of at least at the level funded in fiscal year 2006; and,
- **Section 14008** requires subsequent reports to the U.S. Secretary of Education. These reports will include information regarding actions taken to limit tuition increases, changes in enrollments for instate students, and expenditures for facilities renovations. The University will be required to track and report ARRA funds as well as other resources such as grants and contracts to various state and federal agencies.

In summary, the University has complied with guidance from Title XIV of the ARRA and the Commonwealth of Virginia in the establishment of 2009-10 tuition and fee rates, the development of the 2009-10 University budget, and in this communication of the requirements of the ARRA to the Board of Visitors. The University is also working through the process to program the remaining federal funds in accordance with this most recent federal and state guidance. The University will support expenditures within the Educational and General program and expects to be able to accomplish significant modernization, renovation, and repairs as well as activities in a manner that are consistent with the tuition mitigation program. The University will continue to monitor and evaluate guidance from the U.S. Department of Education and the State to ensure that planned actions and uses of the ARRA funds continue to comply with all guidelines.

#### Student Financial Assistance

Discretionary financial assistance from the General Fund is appropriated by the General Assembly for students attending state colleges and universities in Virginia. For 2009-2010, a total of \$17.7 million is anticipated to be available for state-supported student financial assistance. It is recommended that the allocation be distributed in the following manner: \$11,000 for Soil Scientist Scholarships, \$307,500 for the Multicultural Academic Opportunities Program, \$4,222,580 for Graduate Fellowships, and \$13,120,118 for Undergraduate Scholarships.

#### Hotel Roanoke Conference Center Commission Budget:

The Hotel Roanoke Conference Center Commission was established by resolutions adopted by Virginia Tech and the City of Roanoke, under Commonwealth of Virginia enabling legislation. The Commission has adopted and approved its operating budget for the fiscal year 2009-10. Consistent with the enabling legislation, Virginia Tech and the City of Roanoke will make equal contributions of \$80,000 to the Commission for fiscal year 2009-10. The funds for Virginia Tech will come from the Fralin endowment which was established to assist with the project.

#### Virginia Tech/Wake Forest University School of Biomedical Engineering and Sciences Budget:

The Committee reviewed for approval the 2009-2010 budget for the Virginia Tech/Wake Forest University School of Biomedical Engineering and Sciences. The collaboration agreement, which outlines the relationship and responsibilities of each party, requires the governing boards of each university to approve the annual operating budget for the School of Biomedical Engineering and Sciences.

The Committee requested that the university provide a report, through an update by the Research Committee, on the benefits of the Virginia Tech/Wake Forest University School of Biomedical Engineering and Sciences program and the working future relationship of this program given the establishment of the Virginia Tech/Carilion School of Medicine.

The Committee recommended the 2009-2010 University Budget, Student Financial Assistance Budget, Hotel Roanoke Conference Center Commission Budget, and Virginia Tech/Wake Forest University School of Biomedical Engineering and Sciences Budget to the full Board for approval.

- \* **9. Approval of 2009-2010 Auxiliary Systems Budgets:** The Committee reviewed for approval the 2009-2010 Auxiliary Systems Budgets. Once approved by the Board of Visitors, the annual budget will be filed with the State Treasurer and will be the basis for making payments from the revenue fund to meet the operating costs of the auxiliary systems.

Dormitory and Dining Hall System

The 2009-2010 budget, including debt service, is \$32.4 million for dormitories and \$42.9 million for dining halls.

Electric Service System

The 2009-2010 budget for the Electric Service System, including debt service, is \$29.2 million.

University Services System

The 2009-2010 budget for the University Services System, including debt service, is \$28.1 million.

Intercollegiate Athletics System

The 2009-2010 budget for the Intercollegiate Athletics System, including debt service, is \$47.4 million.

The Committee recommended the 2009-2010 Auxiliary Systems Budgets to the full Board for approval.

- \* **10. Approval of 2009-2010 Pratt Fund Budgets:** The Pratt Fund provides funding for programs in both the College of Engineering and Department of Animal Nutrition in the College of Agriculture and Life Sciences. For 2009-2010, the College of Engineering proposes expenditures of \$985,000. Animal Nutrition proposes expenditures of \$1,295,140 for 2009-2010. The proposed programs are consistent with the terms of the Pratt bequest.

The Committee requested that Dr. Raymond Smoot, COO – Virginia Tech Foundation, Inc., provide a brief overview of the endowment performance. The endowment is down about 14 percent (as of May 31, 2009) since July 1, 2008. This is an improvement of about seven percent over the report provided to the Board at the March meeting. The endowment has benefitted from the increased performance in both the domestic and international markets. In the recent quarterly evaluation provided by Cambridge Associates, the endowment's investment performance was ranked in the upper 22 percent of all university/college endowments monitored by Cambridge.

The Committee recommended the 2009-2010 Pratt Fund Budgets to the full Board for approval.

- \* **11. Resolution on University Program to Prevent, Detect, and Mitigate Identity Theft:** The Committee reviewed for approval a resolution on the University Program to Prevent, Detect, and Mitigate Identity Theft in order to comply with new federal regulations. The Fair and Accurate Credit Transactions Act of 2003 (“Red Flags Rule”) requires certain financial institutions and creditors with “covered accounts” to prepare, adopt, and implement an identity theft prevention program. The University maintains certain continuing accounts which are “covered accounts” within the meaning of the Red Flags Rule.

The Committee recommended the Resolution on University Program to Prevent, Detect, and Mitigate Identity Theft to the full Board for approval.

- \* **12. Resolution on Delegation of Authority for Selected Faculty Personnel Actions:** The Committee reviewed for approval a resolution delegating authority for selected faculty personnel actions. The resolution proposes to streamline the personnel report to allow the Board to focus on appointments to senior-level administrative positions and tenure (or continued appointment) track faculty positions and on significant compensation changes. Based upon the recommendation of the Academic Affairs Committee, the delegation of authority was amended to provide the university with the authority to manage all off-cycle salary adjustments less than 10 percent for all regular faculty members. The original proposal was to provide the delegated authority at 15 percent. The Committee recommended that the university review the delegation of authority in a year to determine whether the original proposal, delegating authority at 15 percent, should be discussed with the Board and whether further delegation of authority is warranted.

The Committee recommended the Resolution on Delegation of Authority for Selected Faculty Personnel Actions to the full Board for approval.

### **Finance Open Joint Session**

**Board Members Present:** Mr. Michael Anzilotti, Ms. Beverley Dalton, Dr. Calvin D. Jamison, Mr. John R. Lawson II, Mr. George Nolen, Mr. James W. Severt, Sr., Mr. James R. Smith, Mr. Thomas L. Tucker – Staff Senate President

**VPI & SU Staff:** Ms. Lisa Blackwell, Mr. Erv Blythe, Mr. Mel Bowles, Mr. Bob Broyden, Mr. Allen Campbell, Mr. Michael Coleman, Mr. Al Cooper, Mr. John Cusimano, Mr. Corey Earles, Ms. Lynn Eichhorn, Mr. Conor Fagan, Dr. Elizabeth Flanagan, Ms. Debbie Fulton, Mr. Larry Hincker, Mr. Tim Hodge, Mr. Scott Hurst, Ms. Sharon Kurek, Mr. Kenny Lewis, Jr., Mr. Jim McCoy, Mr. Ken Miller, Ms. Terri Mitchell, Ms. Terry Mulligan, Mr. Mark Owczarski, Mr. Chris Rahmes, Ms. Elizabeth Reed, Ms. Kathy Sanders, Mr. M. Dwight Shelton, Jr., Dr. Raymond Smoot, Jr., Dr. Charles Steger, Mr. Jeb Stewart, Ms. Melinda West, Dr. Lisa Wilkes, Dr. Sherwood Wilson



1. **Discussion of Capital Project Construction Costs:** At the March 2009 meeting, the Committee received a briefing of several cost related items of university capital projects which included current capital project costs, the impact of the financial environment on the university's project costs, methods used to ensure reasonable and competitive prices, the university's practices for ensuring reasonable contract prices of projects, and the practices for handling unexpected contract savings. In response to the Committee's request for further clarification of the information provided, Dr. Wilson provided an update on the university's work regarding capital project construction costs.

Dr. Wilson and his staff reviewed data from in-state institutions as well as data from national institutions. Verification of data used in the hard and soft costs was very difficult to obtain due to the varying items utilized by institutions in their costing of construction projects (i.e., loss of parking spaces, use of land). Dr. Wilson shared that the university is concerned about the square footage cost of construction and has taken some measures to capture cost savings. Specifically, the capital construction staff is reviewing the utilization of Hokie Stone and using a 4-inch thickness instead of the standard 8-inch thickness; utilization of a manufactured Hokie Stone on retaining walls; and, design standards.

The Committees requested that Dr. Wilson provide a report at the November meeting that would provide a comparison of the elements of the university's capital project costs, including both construction and soft costs, with comparable institutions. The comparison should remove the variable costs among institutions such as charges for lost parking spaces, utilization of land, etc., to provide a valid assessment across the institutions.

- \* 2. **Approval of the 2010-2016 Capital Outlay Plan:** At the March 2009 meeting, the Committee approved the list of potential projects for inclusion in the university's 2010-2016 Capital Outlay Plan. The Committee reviewed for approval the University's six-year capital plan.

The Committees requested that the university modify the Capital Outlay Plan to reflect the current estimate of the cost for the Engineering Signature Building. The cost was adjusted downward from \$120 million to \$99.914 million.

With this modification, the university's six-year capital plan total is \$1.72 billion. Within this total, the plan includes \$536.9 million in projects which will be submitted to the state in June 2009, representing the 2010 update to the capital plan produced by the Commonwealth in the Appropriation Act. In addition, the plan includes \$911 million in projects which envision at least some future General Fund support and for which the University may submit to the state during the 2010-2016 time period. Finally, the plan includes \$276 million in Nongeneral Fund projects which are no longer required to be submitted to the Commonwealth.

The Committees recommended the 2010-2016 Capital Outlay Plan to the full Board for approval.

### **Audit Closed Session**

**Board Members Present:** Mr. Michael Anzilotti, Ms. Beverley Dalton, Mr. George Nolen

**VPI & SU Staff:** Ms. Kay Heidbreder, Ms. Sharon Kurek, Mr. M. Dwight Shelton, Jr., Dr. Charles Steger, Dr. Lisa Wilkes

1. **Update on Fraud, Waste, and Abuse Cases:** The Committee met in Closed Session to receive an update on the outstanding fraud, waste, and abuse cases.
2. **Discussion with the Director of Internal Audit:** The Committee met in Closed Session with the Director of Internal Audit to discuss audits of specific departments and units where individual employees were identified.

### **Audit Open Session**

**Board Members Present:** Mr. Michael Anzilotti, Ms. Beverley Dalton, Mr. George Nolen, Dr. Hardus Odendaal – Faculty Senate President

**VPI & SU Staff:** Ms. Lisa Blackwell, Mr. Erv Blythe, Mr. Mel Bowles, Mr. Bob Broyden, Mr. Allen Campbell, Mr. Al Cooper, Mr. John Cusimano, Mr. Corey Earles, Ms. Debbie Fulton, Mr. Tim Hodge, Ms. Sharon Kurek, Mr. Kenny Lewis, Jr., Mr. Ken Miller, Ms. Terri Mitchell, Mr. Mark Owczarski, Mr. Chris Rahmes, Ms. Kathy Sanders, Mr. M. Dwight Shelton, Jr., Dr. Raymond Smoot, Jr., Dr. Charles Steger, Mr. Jeb Stewart, Ms. Melinda West, Dr. Lisa Wilkes

1. **Opening Remarks and Approval of Minutes of the March 23, 2009 Meeting:** The Committee reviewed and approved the minutes of the March 23, 2009 meeting.
2. **Review and Acceptance of University's Update of Responses to all Previously Issued Internal Audit Reports:** The Committee reviewed the University's update of responses to all previously issued internal audit reports. At the March meeting, the university reported that as of December 31, 2008, 1 high or medium risk audit comment remained outstanding. An additional 9 high or medium risk audit comments have been issued since then for a total of 10 comments. As of March 31, 2009, the university has addressed 8 comments, leaving 2 comments still in progress.

The Committee accepted the report.

3. **Review of Internal Audit Department's Status Report as of March 31, 2009:** The Committee reviewed the Internal Audit Department's Status Report as of March 31, 2009. In addition to conducting scheduled audits, the audit department conducted the campus-wide risk assessment in preparation of the FY 2010 audit plan; completed two advisory service projects at management's request; participated in annual audit activities; fraud, waste, and abuse audits; and professional development activities.

The Committee accepted the report.

4. **Review and Discussion of Suggested 2010 Audit Plan:** The Committee reviewed the suggested audits for the development of the audit plan for fiscal year 2010. Internal Audit conducted the annual risk assessment after reviewing financial data and seeking input from senior management. Approximately 7,300 hours annually will be devoted to risk-based audits and compliance reviews, and 1,000 hours are allotted for advisory services. Twenty audits and five compliance reviews are proposed for 2009-10.

The Committee accepted the report.

5. **Review and Acceptance of the following Internal Audit Reports/Memos Issued:** The Committee reviewed and accepted the following Internal Audit reports:

- a. Institute for Critical Technologies and Applied Science (ICTAS): The audit indicated that management has designed and implemented controls that are often effective at reducing the institute's exposure to business risks, but improvements are recommended to achieve a fully effective system of internal controls. Internal Audit found that ICTAS has implemented effective seed funding procedures and has developed a good system for tracking and authorizing expenditures. In areas of personnel activity reports and health and safety laboratory training, recommendations were issued to management where opportunities for improvement were noted.
- b. University Police: The audit indicated that management has designed and implemented controls that are effective at reducing the department's exposure to business risks in administrative processes such as hiring and training, crime prevention and enforcement operations, safeguarding and maintenance of equipment used by the department, security of campus buildings and maintenance of emergency communications devices. In areas of the Virginia Tech Rescue Squad system access review and sensitive information, recommendations were issued to management where opportunities for improvement were noted.
- c. College of Engineering (COE): The audit indicated that management has designed and implemented controls that are often effective at reducing the department's exposure to many of the business risks it faces, but improvements are recommended to achieve a fully effective system of internal controls. Internal Audit found that COE has an effective process

for monitoring service centers by performing quarterly reviews of operations. In areas of personnel activity reports, education abroad and health and safety laboratory inspections, recommendations were issued to management where opportunities for improvement were noted.

There being no further business, the meeting adjourned at 12:00 noon.

## Update to Responses to Open Internal Audit Comments

### AUDIT COMMITTEE

**March 31, 2009**

As part of the internal audit process, university management participates in the opening and closing conferences and receives copies of all Internal Audit final reports. The audited units are responsible for implementing action plans by the agreed upon implementation dates, and management is responsible for on-going oversight and monitoring of progress to ensure solutions are implemented without unnecessary delays. Management supports units as necessary when assistance is needed to complete an action plan. As units progress toward completion of an action plan, Internal Audit performs a follow up visit within two weeks after the target implementation date. Internal Audit is responsible for conducting independent follow up testing to verify mitigation of the risks identified in the recommendation and formally close the recommendation. As part of management's oversight and monitoring responsibility, this report is provided to update the Audit Committee on the status of outstanding recommendations. Management reviews and assesses recommendations with university-wide implications and shares the recommendations with responsible administrative departments for process improvements, additions or clarification of university policy, and inclusion in training programs and campus communications.

Consistent with the report presented at the March board meeting, the report of open audit recommendations includes the following two sections:

- A summary report showing each audit in order of final report date, with extended and on-schedule open high or medium priority recommendations grouped by priority.
- A report detailing all open high or medium priority recommendations for each audit, in order of the original target completion date, and including an explanation for those having revised target dates or revised priority levels.

The report presented at the March 23, 2009 meeting covered internal audit reports reviewed and accepted through the prior board meeting, and included one open high or medium priority recommendation. Activity for the quarter ended March 31, 2009 resulted in the following:

Open recommendations as of January 1, 2009	1
Add: Medium and High priority recommendations issued	9
Subtract: recommendations addressed	8
Remaining open recommendations as of March 31, 2009	<u>2</u>

While this report is prepared as of the end of the quarter, management has traditionally conducted an informal review of the status of the open recommendations before the board meeting. This report contains footnotes to the detailed report that reflect any significant changes in the status of management's actions scheduled for implementation in the upcoming quarter to address the audit recommendations. The two open recommendations are progressing as expected and are on track to meet their respective May 15 and August 15 target due dates.

## Open Recommendations by Priority Level

## FINANCE AND AUDIT COMMITTEE

March 31, 2009

Report Date	Audit Name	Audit Number	Total Recommendations						
			ISSUED	COMPLETED	OPEN				
					Extended		On-schedule		Total
					High	Medium	High	Medium	Open
25-Feb-09	University Relations including Licensing and Trademarks	841	2	1				1	1
02-Mar-09	Payment Card Industry Compliance	843	2	1				1	1
<b>Totals:</b>			<b>4</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>

## Internal Audit Open Recommendations

## FINANCE AND AUDIT COMMITTEE

March 31, 2009

Report Date	Item	Audit Number	Audit Name	Recommendation Name	Priority		Target Date		Follow Up Status	Status of Recommendations with Revised Priority / Target Dates
					Original	Revised	Original	Revised		
25-Feb-09	1	841	University Relations including Licensing and Trademarks	Information Technology (IT) Security	Medium		15-May-09		1	
2-Mar-09	2	843	Payment Card Industry Compliance	Electronic Storage of Cardholder Information	Medium		15-Aug-09		2	

- (1) As of May 5, 2009, management confirmed during follow-up discussions with the auditee units that actions are occurring and target date will be met. The Audit department will conduct testing after the due date to confirm that the Management Action Plan is implemented in accordance with the recommendations.
- (2) Target date is beyond current calendar quarter. Management has follow-up discussions with the auditees to monitor progress, to assist with actions that may be needed to meet target dates, and to assess the feasibility of the target date.



**Internal Audit Status Report**  
**FINANCE AND AUDIT COMMITTEE**

**May 4, 2009**

**Director's Observations:**

Internal Audit continues to work diligently to ensure that the audit plan stays on schedule. Continued factors in achieving the plan will be the ability to sustain staff at the planned level, a level of investigations that is not overly intrusive, and carefully balancing any additional requests for add-on audit services against the plan objectives. We have continued emphasis on follow-up activities to ensure timely corrective action on audit findings.

We have conducted the campus-wide risk assessment in preparation of the FY 2010 audit plan, and sought input from senior management. Internal Audit has completed two advisory service projects at management's request in the areas of a payroll process review and surplus property procedures.

**Continuing Professional Education:**

Department personnel were able to participate in several quality training events during the past three months, including the following:

- All audit staff attended a one day seminar on "Power Excel and Advanced Data Analysis using Microsoft Excel" and a one day seminar on "Effective Presentations for Accounting Professionals". These two seminars were part of a quality on-campus, cost-effective training program developed by the Vice President for Finance's area.
- Three of our auditors attended an hour presentation on fraud interview skills, and mitigating fraud risks in a troubled economy.
- Two of our auditors attended an hour presentation on "Audit Deficiencies" identified by the Public Company Accounting Oversight Board at a local Institute of Internal Auditors chapter.
- Two of our auditors attended a CPR course to support the health and safety training requirements for the department.
- Our audit director viewed "A New Look at the Internal Auditing Standards...Applying Them Every Day and What's Changing" one hour webinar.
- One of our audit managers attended a one day on-campus seminar on "Effective Communication for Leaders".

Each staff member is on target to complete its annual 40 hours of continuing education requirements.

## Compliance Review Activities:

Audit completed the second of five planned compliance review activities for the fiscal year 2009 Audit Plan. The objective of our compliance reviews is to contribute to the improvement of risk management and the control systems within selected senior management areas by evaluating compliance with university policies and procedures.

### ***Vice President for Information Technology Compliance Review***

The team completed a review of compliance with general administrative policies in all areas reporting to the Vice President for Information Technology for the period January 1, 2008 through December 31, 2008. The overall assessment levels of compliance are summarized below.

### **Overall Assessment**

<b>Administrative Area</b>	<b>Rating</b>
Fiscal Responsibility	Effective
Employee Compensation and Leave	Effective
Expenditures (Purchase Cards)	Effective
Fixed Asset Management	Effective
Funds Handling	Effective
University Key Controls	Effective
Health and Safety (Emergency Action Plans)	Improvements are recommended

***Health and Safety (Emergency Action Plans)*** – The Vice President for Information Technology organization has created two master Emergency Action Plans (EAPs); one master EAP for Network Infrastructure Services with addendums for its associated departments and a second master EAP for “all other departments.” We found that the EAP was communicated in February 2009 for employees working in the Andrews Information Systems building. We recommended that the Vice President for Information Technology update and reformat the EAP for “all other departments”, and communicate and test all EAPs.

### **Status of 2009 Audit Plan**

As of May 2009, we have completed 12 of 23 planned audits. The Communications Network Services audit is almost complete, while four additional audits (Information Technology - Enterprise Systems, NCAA Compliance – Recruiting, Human Resources, and the Inn at Virginia Tech) are underway.

<b>Audit Project</b>	<b>Risk Ranking</b>	<b>Projected BOV Mtg</b>	<b>Report Issue Date</b>
828 Scholarships and Financial Aid	High	March 2009	12/19/2008
830 Office of Sponsored Programs - Finance Team	High	March 2009	12/19/2008
836 Bursar - Accounts Receivable and Loans	High	March 2009	12/19/2008
835 Controller - General Accounting	High	March 2009	2/9/2009
840 Facilities - Utilities	Medium	March 2009	12/22/2008
843 Payment Card Industry	Medium	March 2009	3/2/2009
841 University Relations including Licensing and Trademarks	Medium	March 2009	2/25/2009
834 University Police	High	June 2009	5/4/2009
837 Institute for Critical Technologies and Applied Science (ICTAS)	High	June 2009	5/4/2009
833 College of Engineering	High	June 2009	5/4/2009
831 Communications Network Services	High	August 2009	
842 Information Technology - Enterprise Systems	Medium	August 2009	
829 NCAA Compliance - Recruiting	High	August 2009	
839 Human Resources	Medium	August 2009	
779 Facilities - Renovations	Medium	August 2009	
832 Surplus Property Compliance	Medium	August 2009	
838 Cooperative Extension	Medium	Postponed to FY 2010	
844 Inn at Virginia Tech	Medium	August 2009	

<b>Compliance Review</b>	<b>Projected BOV Mtg</b>	<b>Report Issue Date</b>
791 College of Natural Resources (CNR)	March 2009	2/9/2009
847 Vice President for Information Technology	June 2009	4/30/2009
845 College of Agriculture and Life Sciences (CALS)	August 2009	
846 Vice President for Equity and Inclusion	August 2009	
703 Vice President for Student Affairs	August 2009	

Completion of the FY 2009 audit plan is anticipated by the end of August.

## Internal Audit Proposed Audit Plan for Fiscal 2010

### FINANCE AND AUDIT COMMITTEE

**May 6, 2009**

Internal Audit conducts risk-based audits, compliance reviews, and advisory services. The risk-based audit is an objective examination of evidence for the purpose of providing an independent assessment to contribute to the improvement of governance, risk management and the control systems within the University. The objective of the compliance review is to ensure all senior management areas (even low risk) receive periodic visits from Internal Audit every five years with tests of compliance with major university business policies at a minimum. We completed the first five-year cycle of compliance reviews during FY 2009. Advisory service activities, the nature and scope of which are agreed with the client, are intended to add value and improve the University's governance, risk management, and control processes without the internal auditor assuming management responsibility.

Internal Audit management conducted the annual risk assessment to identify the entities that should receive audit attention in FY 2010. University departments and administrative operations were grouped into approximately 70 auditable entities or responsibility centers based on common missions and the existing organizational structure.

For each auditable entity, we reviewed financial data including expenditures, revenues, cash receipts, federal contracts and grants, and the total number of employees. The relative business risk was assessed on a judgmental basis based on the following qualitative and quantitative factors.

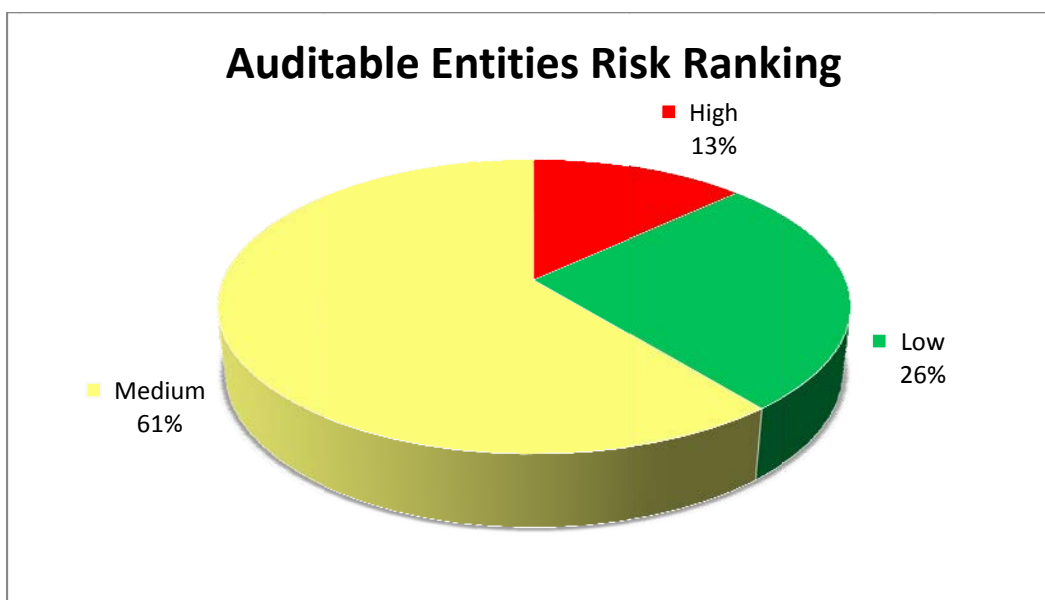
<b>Factor</b>
Quality and Stability of Control Environment
Business Exposure (Materiality and Liquidity of Operational Resources)
Public and Political Sensitivity
Compliance Requirements
Information Technology and Management Reporting

Elements considered within these factors included:

- Sense of management control consciousness,
- Stability and expertise of management,
- Interval since the last audit review,
- Complexity of operations and technology applications,
- Materiality or financial impact to the University,

- Potential impact to reputation,
- Impact of non-compliance with internal and external policy, procedure, regulatory, and statutory requirements, and
- Reliance on information and management reporting for operating decisions, monitoring performance, providing services, and allocating resources.

The graph below depicts the results of the risk assessment classifications. The risk assessment results were similar to the last assessment from 2004, which categorized 10 percent of the auditable entities as high risk, 20 percent as low risk, and the remaining 70 percent as medium risk operations.



Senior management had the opportunity to provide input on areas for consideration in the preparation of the audit plan. Additionally, we developed a five-year core audit plan to ensure Internal Audit provides adequate coverage related to the University's critical areas. See the Multi-Year Core Audit Plan on Schedule 4. As reflected on the Multi-Year Core Audit Plan, Internal Audit plans on visiting entities with high external compliance risks and complex operations annually to audit a different component each year on a multi-year cycle. These entities are Scholarships and Financial Aid, Office of Sponsored Programs, and Intercollegiate Athletics.

Given existing resources, we estimate that 6,300 hours can be applied to risk-based audits, 1,000 hours to compliance reviews, and 1,000 hours to advisory services in FY 2010. See the detailed analysis of the allocation of effort on Schedule 1.

Based on this risk assessment and feedback from management, the proposed audit plan (Schedule 2) includes twelve high and eight medium risk entities with five compliance reviews (Schedule 3) and 1,000 hours set aside for advisory services (Schedule 2). The proposed audit plan may be modified based on the external audit environment or changes in regulations, management or resources.

## FINANCE AND AUDIT COMMITTEE

May 6, 2009

## AUDIT PERSONNEL AVAILABLE HOURS FOR FISCAL YEAR 2010

Sources of Effort Available:	No. of Employees	Annual Hours	Total Hours	Pct. Of Effort
Audit Staff	8	2,080	16,640	88.60%
Wage Auditor	1	1,500	1,500	7.99%
Graduate Assistant	1	640	640	3.41%
<b>Total Available</b>	<b>10</b>		<b>18,780</b>	<b>100.00%</b>

## Planned Application of Effort:

Performing Scheduled Audits	6,300	33.55%
Compliance Reviews	1,000	5.32%
Annual Audit Activities (Follow-up, Inventory)	700	3.73%
Reviews of Alleged Fraud, Waste, and Abuse	1,500	7.99%
Advisory Services / Management Requests	1,000	5.32%
Continuous Monitoring	500	2.66%
Special Projects	1,500	7.99%
Annual Audit Planning	100	0.53%
Internal Quality Assurance Review	400	2.13%
<b>Total Direct Hours - Audit, Planning and Review</b>	<b>13,000</b>	<b>69.22%</b>
Vacations Holidays, and Sick Leave	2,496	13.29%
Training and Professional Development	700	3.73%
Administrative Tasks, Network Maintenance	2,584	13.76%
<b>Total Indirect Hours</b>	<b>5,780</b>	<b>30.78%</b>
<b>Grand Total Hours of Effort</b>	<b>18,780</b>	<b>100.00%</b>

**Internal Audit Proposed Audit Plan for Fiscal 2010**Attachment I  
Schedule 2**FINANCE AND AUDIT COMMITTEE**

May 6, 2009

**PROPOSED AUDIT PLAN FOR FISCAL YEAR 2010  
RISK BASED AUDITS**

ENTITIES	LAST AUDIT	RISK	HOURS
Athletic Department - Operations *	2005	High	400
Chemistry Department	2003	High	350
Construction Project Management Process	2005	High	400
Cooperative Extension	2007	High	350
Departmental Scholarships/Foundation	various	High	300
Electronic Sensitive Data	various	High	400
Information Technology Security Office	2006	High	300
Network Infrastructure Systems Support	various	High	400
Office of Sponsored Programs - Pre-Award *	2005	High	350
Scholarships and Financial Aid *	2009	High	350
University Bursar - Collections	2005	High	250
Virginia Bioinformatics Institute	2005	High	400
Dining Services	2005	Medium	400
Emergency Preparedness - Action Plans	various	Medium	300
Investments & Debt Management	2003	Medium	150
Learning Technologies	2004	Medium	300
Leave Accounting	2000	Medium	250
Macromolecules & Interfaces Institute	N/A	Medium	200
Secure Enterprise Technology Initiatives	N/A	Medium	300
Surplus Property Compliance	2009	Medium	150
<b>Total Hours Needed</b>			<b><u>6,300</u></b>
<b>Total Audits Planned</b>			<b>20</b>

\* Entity receives an annual audit on different components of their operation.

**ADVISORY SERVICES REVIEWS**

Conflict of Interests	300
Institute for Advanced Learning & Research	250
Unallocated - Management Request	450
<b>Total Hours Needed</b>	<b><u>1,000</u></b>



# Internal Audit Proposed Audit Plan for Fiscal 2010

Attachment I  
Schedule 3

## FINANCE AND AUDIT COMMITTEE

May 6, 2009

### PROPOSED FIVE-YEAR COMPLIANCE REVIEW PLAN FOR FISCAL YEAR 2010 THROUGH 2014

Audit Entity (Senior Management Areas)	Last Review	Hours of Effort				
		FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Athletics	2007				250	
College of Agriculture and Life Sciences	2009					250
College of Architecture and Urban Studies	2007			200		
College of Business	2005	200				
College of Engineering	2008			250		
College of Liberal Arts and Human Sciences	2008					200
College of Natural Resources	2009				200	
College of Science	2005	200				
College of Veterinary Medicine	2008				250	
Office of the President	2004			150		
Office of the Provost	2006		200			
University Libraries	2006		200			
University Treasurer	2006				200	
Vice President and Dean for Graduate School	2008				150	
Vice President and Dean for Undergraduate Education	*	200				
Vice President for National Capital Region	*		150			
Vice President for Administrative Services	2004	250				
Vice President for Alumni Relations	2005	150				
Vice President for Development and University Relations	2006		200			
Vice President for Equity and Inclusion	2009					150
Vice President for Finance and Chief Financial Officer	2007			200		
Vice President for Information Technology	2009					200
Vice President for Outreach and International Affairs	2006		200			
Vice President for Research	2007			200		
Vice President for Student Affairs	2009					250
<b>Total Budgeted Hours</b>		<b>1000</b>	<b>950</b>	<b>1000</b>	<b>1050</b>	<b>1050</b>
<b>Number of Reviews</b>		<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

\* New Senior Management Units as of 2008

NOTE: Compliance reviews include all departments reporting to the respective senior management area.

**Internal Audit Proposed Audit Plan for Fiscal 2010**

**FINANCE AND AUDIT COMMITTEE**

**May 6, 2009**

**Multi-Year Core Audit Plan**

<b>Area</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>Enrollment Services</b>	Financial Aid – Inst. & Stud. Eligibility, Title IV Return, Overaward	Financial Aid – Cash Mgt, Fin Reporting, Disb, Res Mgt	Financial Aid – Quality Assurance	Financial Aid – Grants, Scholarships, Workstudy & Loan Programs	Financial Aid – Inst. & Stud. Eligibility, Title IV Return, Overaward
		Admissions	Registrar		
<b>Research</b>	Sponsored Programs – PreAward	Sponsored Programs – PostAward	Sponsored Programs – Finance Team	Sponsored Programs – PreAward	Sponsored Programs – PostAward
	VBI	Current Issue	VTTI	ICTAS	VBI
	Current Issue – COI		Current Issue	Current Issue	Current Issue
<b>Human Resources/Payroll</b>	Leave Accounting	Benefits	Payroll Transactions	Compensation, Classification, Hiring and Termination	Retirement
<b>Auxiliary Enterprises</b>	Dining	One Auxiliary Per Year	One Auxiliary Per Year	One Auxiliary Per Year	One Auxiliary Per Year
	Athletics - Operations	NCAA – Financial Aid	NCAA – Eligibility	NCAA – Recruiting	Athletics – Operations
<b>Facilities Management</b>	Construction Management Process	EHSS	Renovations	Physical Plant	Utilities
<b>Procurement &amp; Payment / Financial</b>	Bursar's – Collections	Controller's Office – Fixed Assets	Accounts Payable	Purchasing	Bursar's – Receivables & Loans
			Bursar's – Cash Receipts	Controller's Office – TBD	
<b>Academic Units</b>	Chemistry Department	One Academic Unit Per Year	One Academic Unit Per Year	One Academic Unit Per Year	One Academic Unit Per Year
<b>Information Technology</b>	IT Security Office	Current Issue	Current Issue	Current Issue	Current Issue

## Review and Acceptance of Internal Audit Reports Issued

### FINANCE AND AUDIT COMMITTEE

May 4, 2009

#### Background

In concurrence with the 2009 Internal Audit Plan approved by the Audit Committee at the August 25, 2008 Board of Visitors meeting, the department has completed three risk-based audits during this reporting period. This report provides a summary of the ratings issued during the period and the rating system definitions. Internal Audit continues to make progress on the annual audit plan.

#### Ratings issued this period

837, Institute for Critical Technologies and Applied Science (ICTAS)	Improvements are Recommended
834, University Police	Effective
833, College of Engineering	Improvements are Recommended

#### Summary of Audit Ratings

Internal Audit's rating system has four tiers from which to assess the controls designed by management to reduce exposures to risk in the area being audited. The auditor can use professional judgment in constructing the exact wording of the assessment in order to capture varying degrees of deficiency or significance.

#### Definitions of each assessment option

**Effective** – The audit identified opportunities for improvement in the internal control structure, but business risks are adequately controlled in most cases.

**Improvements are Recommended** – The audit identified occasional or isolated business risks that were not adequately or consistently controlled.

**Significant or Immediate Improvements are Needed** – The audit identified several control weaknesses that have caused, or are likely to cause, material errors, omissions, or irregularities to go undetected. The weaknesses are of such magnitude that senior management should undertake immediate corrective actions to mitigate the associated business risk and possible damages to the organization.

**Not Reliable** – The audit identified numerous significant business risks for which management has not designed or consistently applied controls prior to the audit. Persistent and pervasive control weaknesses have caused or could cause significant errors, omissions, or irregularities to go undetected. The weaknesses are of such magnitude that senior management must undertake immediate corrective actions to bring the situation under control and avoid (additional) damages to the organization.

**RECOMMENDATION:**

We recommend that the internal audit reports reviewed above be accepted by the Audit Committee.



TO: Finance and Audit Committee of the Board of Visitors

FROM: Sharon M. Kurek, Director

DATE: May 4, 2009

SUBJECT: Final Report – Audit No. 837, Institute for Critical Technology and Applied Science

Internal Audit has completed an audit of the Institute for Critical Technology and Applied Science (ICTAS) in conformity with the fiscal year 2009 audit plan. The objective of this review was to contribute to the improvement of risk management and the control systems by identifying ICTAS's exposure to risks and evaluating the controls designed by management to mitigate those risks.

### **BACKGROUND**

As an institute for interdisciplinary research, ICTAS stimulates, catalyzes and promotes the growth of cutting-edge research at the intersection of engineering, science and medicine. It provides a collaborative atmosphere in which innovation can prosper and intellectual capacity is challenged to reach areas previously explored in isolation. The current research focus is on exploiting nanotechnology, cellular and molecular biology, information technology and cognitive systems for a sustainable future, with directed effort in sustainable energy, renewable materials, quality healthcare, homeland security, sustainable environment and sustainable water technologies. ICTAS invests in research directly through seed project funding; purchase, installation and maintenance of specialized equipment; state-of-the-art laboratories; new faculty recruitment and hiring; graduate student support; matching funds for research proposals; and specialized space for research.

### **RISK EXPOSURE**

Internal Audit periodically performs a detailed risk assessment of the university's auditable entities using factors such as the amount of cash inflows, operating expenditures, research activities, management of sensitive information, level of external regulation, etc. The goal of the risk assessment is to prioritize those entities within the university that should receive audit attention. ICTAS was determined to be a high risk entity due to the visibility of the research it conducts and the potential exposures caused by the new interdisciplinary research approach which was recently incorporated at the University.

### **SCOPE**

In conducting the audit, we performed a risk assessment of ICTAS to evaluate the adequacy and effectiveness of the processes in place and to identify areas of high risk. Based on our risk assessment, our audit work focused on federal grants, service centers, health and safety, compliance with university policy 3020 "Centers Financial and Administrative Policy and Procedures", seed funding, expenditures, and a general review of information technology. The audit covered the period of July 1, 2007- December 31, 2008.

**OVERALL ASSESSMENT**

Our review indicates that management has designed and implemented controls that are often effective at reducing the institute's exposure to many of the business risks it faces, but improvements are recommended to achieve a fully effective system of internal controls. We found ICTAS has implemented effective seed funding procedures and has developed a good system for tracking and authorizing expenditures. In areas of personal activity reports and health and safety laboratory training, recommendations were issued to management where opportunities for improvement were noted. See the attached appendices for our recommendations and management's actions plans.

**MANAGEMENT:**

Roop L. Mahajan, ICTAS Director  
 Chris Cornelius, Associate Director of Research  
 Christie Thompson, Associate Director for Administration and Finance  
 James Lane, Information Technology Manager  
 Dawn Maxey, Senior Facilities Manager

**AUDITORS:**

Sharon M. Kurek, Director  
 Mel Bowles, Jr., Associate Director  
 Divya Amin, Audit Manager, Auditor-In-Charge  
 Paul Toffenetti, IT Manager  
 Gannon Davis, Staff Auditor

We appreciate the cooperation and assistance provided by management and their staff during our audit.

cc: Auditor of Public Accounts  
 Richard Benson (Chair of the Stakeholders Committee for ICTAS Board)  
 Robert R. Broyden  
 Linda Bucy  
 Chris Cornelius  
 Lance Franklin  
 James Lane  
 Roop L. Mahajan  
 Dawn Maxey  
 Mark McNamee  
 Kenneth E. Miller  
 M. Dwight Shelton, Jr.  
 Charles W. Steger  
 Christie Thompson  
 Robert Walters



TO: Finance and Audit Committee of the Board of Visitors

FROM: Sharon M. Kurek, Director

DATE: May 4, 2009

SUBJECT: Final Report – Audit No. 834, University Police

Internal Audit has completed an audit of the University Police in conformity with the fiscal year 2009 audit plan. The objective of this review was to contribute to the improvement of risk management and the control systems by identifying the University Police's exposures to risks and evaluating the controls designed by management to mitigate those risks.

### **BACKGROUND**

Formed in 1945, and now comprised of 50 sworn police officers and 20 full-time support personnel, the Virginia Tech Police Department responds to over 20,000 calls for service annually. On July 1, 2008, the police department was delegated command and oversight responsibilities for the 40 member student operated Virginia Tech Rescue Squad. This, of course, broadened the focus and scope of their mission, which is to enhance the safety and quality of life of our students, faculty, staff, and visitors through effective law enforcement practices, and proactive crime prevention programs in partnership with the university community.

In 1992, the Virginia Tech Police Department voluntarily engaged in one of the boldest and most complex endeavors in its history as it sought national accreditation by the Commission on Accreditation for Law Enforcement Agencies (CALEA). The process, which required an extraordinary amount of time and an uncompromising effort by all of those persons involved, demonstrated the department's commitment to service excellence. In order to receive and maintain this prestigious designation, the department has had to consistently demonstrate and document compliance with numerous national standards of excellence in the law enforcement field. Through this process, the Virginia Tech Police Department has distinguished itself as being one of only a very few university police departments in the nation to achieve this level of continued service excellence.

### **RISK EXPOSURE**

Internal Audit periodically performs a detailed risk assessment of the university's auditable entities using factors such as the amount of cash inflows, operating expenditures, research activities, management of sensitive information, level of external regulation, etc. The goal of the risk assessment is to prioritize those entities within the university that should receive audit attention. The University Police was determined to be a high risk entity due to its important responsibility of providing and maintaining a safe and secure university environment.

### **SCOPE**

In conducting the audit, we performed a risk assessment of the University Police to evaluate the adequacy and effectiveness of the processes in place and to identify areas of high risk. Based on our risk assessment, our audit work focused on administrative processes such as hiring and



training, crime prevention and enforcement operations, safeguarding and maintenance of equipment used by the department, security of campus buildings and maintenance of emergency communications devices, and the operations of the Virginia Tech Rescue Squad. The audit covered the period of July 1, 2007 to November 30, 2008.

### **OVERALL ASSESSMENT**

Our review indicated that management has designed and implemented controls that are effective at reducing the department's exposure to business risks. New police recruits receive excellent training and feedback from their Field Training Officer during their probationary period. Rescue Squad volunteers are also exceptionally trained through the Office of Emergency Medical Services. Evidence collected by the police is appropriately documented, handled and stored. See the attached appendices for our Virginia Tech Rescue Squad recommendations and management's action plans.

### **MANAGEMENT**

Wendell R. Flinchum, Chief of Police  
 Thomas L. Foster, Assistant Chief of Police  
 Charlotte Breeding, Executive Secretary  
 Jamie Rasmussen, Business Manager  
 Matt Johnson, Rescue Squad Captain

### **AUDITORS**

Sharon M. Kurek, Director  
 Mel Bowles, Jr., Associate Director  
 Divya Amin, Audit Manager  
 David Crotts, Auditor-In-Charge  
 Gannon Davis, Staff Auditor

We appreciate the cooperation and assistance provided by management and their staff during our audit.

cc: Auditor of Public Accounts  
 Earving L. Blythe  
 Charlotte Breeding  
 Robert R. Broyden  
 A. Wayne Donald  
 Wendell R. Flinchum  
 Thomas L. Foster  
 Matt Johnson  
 Kenneth E. Miller  
 Jaime Rasmussen  
 M. Dwight Shelton, Jr.  
 Charles W. Steger  
 Sherwood G. Wilson

**Department of Internal Audit**

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TO: Finance and Audit Committee of the Board of Visitors

FROM: Sharon M. Kurek, Director

DATE: May 4, 2009

SUBJECT: Final Report – Audit No. 833, College of Engineering

Internal Audit has completed an audit of the College of Engineering (COE) in conformity with the fiscal year 2009 audit plan. The objective of this review was to contribute to the improvement of risk management and the control systems by identifying COE's exposures to risks and evaluating the controls designed by management to mitigate those risks.

**BACKGROUND**

Virginia Tech is the home of the Commonwealth's leading College of Engineering, known in Virginia and throughout the nation for the excellence of its programs in engineering education, research, and public service. COE is composed of approximately 330 faculty and 170 staff and enrolls 5,500 undergraduate and 1,900 graduate students annually.

The "America's Best Colleges 2009" survey released by *U.S. News & World Report* in August 2008 ranked COE's undergraduate program 14th in the nation among all accredited engineering schools that offer doctorates, and eighth among those at public universities. COE is traditionally rated one of the top 20 engineering schools in the U.S. that offer doctorates. Like last year, the 2009 undergraduate program ranked 14<sup>th</sup>. Eight of the college's undergraduate engineering programs were ranked among the top 25 among their peer programs, seven of which were in the top 17.

The magazine's "America's Best Graduate Schools 2009" survey, released in March 2008, ranked the COE's graduate program 28th among all of the nation's engineering schools and 17th among engineering schools at public universities. The survey ranked three graduate engineering programs - civil, environmental, and industrial - among the top 10 in their fields.

In its FY 2006 survey of total engineering research expenditures at universities and colleges, the National Science Foundation ranked COE 11th, with a total of \$127.35 million spent on research. This marks a steady increase since the FY 2003 survey, when COE was ranked 13th with total expenditures of \$96.5 million. Overall, COE's numbers helped Virginia Tech to jump 12 spots in the latest National Science Foundation rankings (based on 2007 figures), from No. 54 to No. 42.

**RISK EXPOSURE**

Internal Audit periodically performs a detailed risk assessment of the university's auditable entities using factors such as the amount of cash inflows, operating expenditures, research activities, management of sensitive information, level of external regulation, etc. The goal of the risk assessment is to prioritize those entities within the university that should receive audit attention. COE was determined to be a high risk entity due to the amount of research expenditures and the overall size of the college.

*Invent the Future*

**SCOPE**

In conducting the audit, we performed a risk assessment of COE to evaluate the adequacy and effectiveness of the processes in place and to identify areas of high risk. Based on our risk assessment, our audit work focused on federal grants, health and safety, service centers, education abroad programs, expenditures and a general survey of information technology assets. The audit covered the period of July 1, 2007 to December 31, 2008.

**OVERALL ASSESSMENT**

Our review indicates that management has designed and implemented controls that are often effective at reducing the department's exposure to many of the business risks it faces, but improvements are recommended to achieve a fully effective system of internal controls. We found COE has an effective process for monitoring service centers by performing quarterly reviews of operations. No recommendations were made in the areas of service centers, expenditures or emergency action plans. In areas of personnel activity reports, education abroad and health and safety laboratory inspections, recommendations were issued to management where opportunities for improvement were noted. See the attached appendices for our recommendations and management's actions plans.

**MANAGEMENT**

Richard Benson, Dean, College of Engineering  
 Edward Nelson, Associate Dean and Chief of Staff  
 Bradley Martens, Director of Finance and Budget

**AUDITORS**

Sharon M. Kurek, Director  
 Mel Bowles, Jr., Associate Director  
 Andrea Abiyounes, Audit Manager  
 Lisa Brown, Auditor-In-Charge  
 Mike Emero, Senior IT Auditor  
 Aparna Yellapantula, Staff Auditor

We appreciate the cooperation and assistance provided by management and their staff during our audit.

cc: Auditor of Public Accounts  
 Richard Benson  
 Robert R. Broyden  
 Linda Bucy  
 Lance Franklin  
 Bradley Martens  
 Mark McNamee  
 Kenneth E. Miller  
 Edward Nelson  
 M. Dwight Shelton, Jr.  
 Charles W. Steger

# **INCREASING ADMINISTRATIVE EFFICIENCIES THROUGH EXPANSION OF AUTOMATED SYSTEMS AND ENHANCED SECURITY**

## **FINANCE AND AUDIT COMMITTEE**

**June 1, 2009**

### **Background**

A resolution was passed at the June 2008 meeting that charges the University's Vice President for Finance and Chief Financial Officer and the Vice President for Information Technology and Chief Information Officer to develop a plan to continue to automate the University's administrative systems utilizing modern information technology processes and security tools to gain process efficiencies. In addition, the plan should be implemented in a way that addresses business processes and the manner in which they are being conducted. Lastly, a timetable should be established for the ongoing automation of administrative processes in accordance with the plan to identify available resources such that the strategic systems improvements are implemented as soon as is practical to achieve administrative cost savings.

### **Report**

This is the most recent progress report highlighting some of the efficiencies and process improvements that have been achieved since the November 2008 report. In addition, Attachment A contains a schedule presenting an overview of priority automation projects contained within the plan.

### **Projects**

Purchasing Using eCommerce – Internal Service Providers. A major component of the University's establishment of a one-stop electronic shopping environment is expanding the use of the University's automated purchasing system, the HokieMart, to include purchases of all university internal services. Considerable progress has been made towards this goal. The November report noted that efforts had been focused on high-volume, paper-based internal service providers resulting in the automation of processing for twenty-four internal service providers. Since then, the automation of these paper transactions has continued and has advanced to service providers supplying lower volumes of transactions. As a result, the HokieMart now supports ninety-five internal service providers, which represents the vast majority of our internal service providers. The benefits of accessing internal service providers electronically include expedited electronic approval processing, non-sufficient funds checking, and the encumbering of funds at the time of purchase. As the remaining few paper transactions continue to be automated, efforts are now focused on interfacing HokieMart with the systems of those internal service providers who use their own electronic systems. Moving these systems to HokieMart will be another milestone in providing a comprehensive one-stop shopping environment for the university.

Purchasing Using eCommerce – Contracts Management. The HokieMart system was further enhanced in March to include contract information for university vendors. By accessing contract information in HokieMart, a departmental user can now easily identify contract vendors within the system. In addition, the process to purchase using a contract has been simplified by eliminating the contract payment/purchases forms and by not requiring the user to have previous knowledge about a contract and contract number. These improvements are expected to promote expanded use of contracts and thus enable monetary savings.

Receiving and Invoice Automation. In February, the processes of the Accounts Payable area were enhanced to enable the receipt of electronic invoices from two of our high-volume vendors into HokieMart with full integration into Banner. SciQuest and SungardHE, the software vendors for HokieMart and Banner, have partnered with Virginia Tech to develop this functionality. This integration, combined with improvements in the receiving processes that were implemented last fall, has resulted in noteworthy efficiencies resulting in improved prompt pay performance. Based upon the first month of usage, these efficiencies are also anticipated to facilitate the reduction of wage staffing resources allocated for processing invoice payments. The next phase of this effort will be to identify and incorporate other high volume vendors who possess the capability to transmit electronic invoices to HokieMart.

Summer School Faculty Transactions Automation. Human Resources completed a project in April to automate the process for hiring summer school faculty. In the past, paper forms would be filled out in a department, signed by an approver in the department, routed to the dean's office for another signature, and then routed to Human Resources for processing. Starting with summer sessions in 2009, departments will complete an electronic Personnel Action Form (PAF) similar to the process departments already use to hire wage employees and graduate students. After the PAF is approved electronically by both the department and the dean's office, it will be automatically applied to the system requiring no manual intervention by Human Resources. Last year, 648 employees were paid on the first summer payroll, so this automation effort should provide a significant time savings to Human Resources.

Automation of Foreign National Employee Tax Forms. A combined effort by the Payroll Office and Human Resources has resulted in automating the Internal Revenue Service 1042-S tax form. The 1042-S tax form is used to report income paid to non-US residents. There were almost 800 1042-S forms processed in 2008. Beginning with the 2009 taxable year, employees who receive a 1042-S will be able to electronically receive this information in a similar manner as United States citizens retrieve their W2 information. This will result in a more timely delivery of information, as well as a cost savings in the number of paper forms that need to be purchased, printed, and mailed.

SACS Reaffirmation of Accreditation – Administrative Process Support. The SACS reaffirmation of accreditation is an intensive effort that encourages the university to renew its commitments to continuous assessment and improvement of programs and services supporting learning. In support of the SACS process, a number of enhancements have

been implemented for presentation of course information and faculty credentials, as well as for SACS reporting. Expanded processes have been implemented to document faculty credentials including degrees, certifications, and academic expertise for correlation with course primary instructor assignments. These enhancements provide better support for departments to record and track faculty credentials and thus eliminate duplication of data as well as improve comprehensiveness of information.

## **Summary**

These represent a few of the notable accomplishments that have been recently implemented for improving process efficiencies and enhancing compliance and security. Virginia Tech continues to focus on increasing the pace of automation efforts through effective management of various factors including:

- resource allocation and usage for automation projects,
- prioritization of projects,
- vendor system functionality and availability, and
- regulatory or compliance requirements.

Several priority projects that are in process are outlined in Attachment A. The estimated percentage complete and targeted completion dates for the projects listed in Attachment A are based on the current prioritization of these projects and the expected status of the other factors listed above.

## FINANCE AND AUDIT COMMITTEE

June 1, 2009

Area	Initiatives and Projects	Description of the Project/Initiative	Current Status	Target Completion Date	Estimated Percentage Complete
Administrative Services - Facilities	Facilities Management Software: FacilityMAX	Implement a facilities management system for Facilities and interface into the Virginia Tech systems environment. This system will provide work order management, preventative maintenance management, labor management, and inventory management. Thus the system is a cohesive solution for all aspects of facilities management with automated integration to appropriate university systems.	AssetWorks, SciQuest, and VT are participating in designing custom interfaces to make the purchased FacilityMAX system work in the VT systems environment. Production implementation of the system is expected for the beginning of the next fiscal year.	Summer, 2009	30%
Administrative Services - Human Resources	Payroll: Automation of Foreign National 1042-S Tax Forms	Enable foreign nationals to receive 1042-S from the HokieSpa. Successful implementation will reduce the need for purchasing, processing, and mailing paper forms.	This effort was completed in April 2009. If one is a foreign national, a link will be available from the tax forms section of HokieSpa. Forms are available beginning with the 2009 tax year.	Spring, 2009	100%
Administrative Services - Human Resources	Human Resources Enhancements: Electronic Personnel Action Form for Summer School Hires	Automate the manual paper based process for hiring faculty to teach summer school. This system will enable electronic entry and approval of personnel action forms to increase efficiency of summer processes. In addition, expanding existing processes to enable this functionality minimizes training requirements and decreases overall system complexity.	An electronic PAF process for the hiring of Summer School Faculty was completed in April 2009. This process will enable automated entry and electronic approval at both the departmental and dean level. Following successful approval, transactions will apply to Banner using the current apply process.	Spring, 2009	100%
Administrative Services - Human Resources	Document Management: Imaging of HR Benefits Documents	Implement an imaging system for HR benefits documents. This will release space in HR devoted to filing cabinets and will enable departments to submit documents to HR more efficiently and securely.	Equipment has been purchased, installed, and configured. The document management team is completing the environment setup.	Fall, 2009	20%
Administrative Services - Human Resources	Employee Self-Service Portal	Provide an integrated and organized repository of information for our employee community through a unified portal environment. The system is expected to simplify access to services, to enable timely, targeted communications, and to provide a unified, one-stop interface to administrative systems.	The portal infrastructure is being upgraded and enhanced to enable better integration with other administrative systems. The employee self-service portal will be one of the initial implementations of the enhanced portal architecture.	Fall, 2009	20%
Finance - Purchasing	HokieMart SciQuest Enhancements: Contracts Manager Pilot Project	Implement the contracts manager module within HokieMart to manage VT Contracts. Access to this information within HokieMart is expected to increase usage of contracts and thus enable monetary savings.	After a successful pilot program of heavy contract users on campus, the system went into production campus-wide in March 2009. A town hall meeting was held on March 20 to teach users how to use this functionality.	Spring, 2009	100%
Finance - Purchasing	HokieMart SciQuest Enhancements: Banner Invoice Data Integration from HokieMart	Implement system for integration of electronic invoices from HokieMart into Banner. The efficiencies gained by this integration have resulted in improved prompt pay performance and are ultimately anticipated to enable reduction in wage staffing resources that process invoice payments.	SciQuest, SunGardHE and VT participated in designing a solution. Two of VT's higher volume vendors, Office Max and Fisher Scientific, have been implemented.	Spring, 2009	100%



**Automation Projects and Initiatives**

Attachment I  
Attachment A

**FINANCE AND AUDIT COMMITTEE**

**June 1, 2009**

Area	Initiatives and Projects	Description of the Project/Initiative	Current Status	Target Completion Date	Estimated Percentage Complete
Finance - Purchasing	HokieMart SciQuest Enhancements: Interface with existing internal vendor systems	Integrate Software Sales Automated System and the VT Communication Network Services' system for ordering telecommunication services (COLA ICR) with the HokieMart to continue progress toward the goal of HokieMart being the location for all VT purchases.	Preliminary analysis of the scope of these projects has just begun. The goal is to achieve this as soon as possible, but a target completion date cannot be projected until the scope of the effort is determined.	Fall, 2010	5%
Finance - Purchasing	HokieMart SciQuest Enhancements: HokieMart SciQuest Internal Services (ISR) Integration	Provide system for converting manual ISR forms to electronic entry within HokieMart and enabling integration to Banner. The benefits for accessing internal service providers electronically include expedited electronic approval processing, non-sufficient funds checking, and the encumbering of funds at the time of purchase.	Virginia Tech has completed enhancements to Banner and configuration of HokieMart to support this functionality. There are 95 ISR's in production use.	Fall, 2009	95%
Provost - Academic Administration	Faculty Activity Reporting System - Digital Measures: Pilot Phase	The VT Faculty Activity Reporting System is a hosted system for compiling faculty accomplishments, publications, and activities. The system will be used to generate faculty activity reports for faculty evaluations and tenure processes, thus providing a unified, automated process for enabling faculty to manage and compile their personal accomplishments as well as the ability to correlate information from a variety of sources. In addition, the system accommodates the complexity of accomplishments and credentials that are required for accreditation, reporting, and evaluation across the diversity of university academic disciplines and programs.	Significant work has been accomplished for configuration and setup of the system. Input screen revisions from associate deans and department heads have been collected and submitted to Digital Measures. A web services connection between Virginia Tech and the vendor system that will be used for integration of data, as well as for preserving local backups, has also been developed. Given the annual cycle of faculty evaluations and tenure review, the system configuration is on target for production of annual reports for the university's next academic cycle. Prioritization of this project and other academic administration efforts continue to be evaluated and adjusted as needed to meet overall emphasis on the SACS reaffirmation of accreditation.	Spring, 2010	15%
Provost - Academic Assessment	ePortfolios Development and Implementation	The ePortfolio functionality within Scholar enables students to collect, store, and share evidence of their learning and acquired skills. The system includes a toolset that supports student learning from a holistic view of academic achievement and learning outcomes. The ePortfolio system enables faculty to collect, analyze, report and manage evidence of student learning and to assess that learning for purposes of accreditation and professional development.	The project continues to build the human, process, and technology foundations for an ongoing ePortfolio program. Currently, three to four academic programs are joining the ePortfolio project each semester, with the deliverables to be programmatic-level, assessment/accreditation-oriented ePortfolios. More than 25 academic programs are actively engaged with the project.	Summer, 2010	60%

## FINANCE AND AUDIT COMMITTEE

June 1, 2009

Area	Initiatives and Projects	Description of the Project/Initiative	Current Status	Target Completion Date	Estimated Percentage Complete
Provost - Learning Technologies	Migration to Scholar from Blackboard	The open-source Scholar (Sakai) collaboration and learning environment will replace the Blackboard course management system. Replacing Blackboard has numerous benefits for Virginia Tech including enabling the university to eliminate the ever escalating maintenance costs for Blackboard, allowing Virginia Tech to expand participation and collaboration within the consortia of major research institutions that design and support Sakai, and enabling the university to more effectively utilize learning management resources through standardization on one course management system.	Scholar is running in parallel with Blackboard during transition. Software to move Blackboard course content is now available to faculty. Over 300 faculty are already trained and extensive training is planned for 2009-10. Over 200 courses were run on Scholar during 2008-09 pilot.	Fall, 2010	15%
Provost - SACS	SACS Reaffirmation of Accreditation - Administrative Process Support	In support of the SACS reaffirmation of accreditation, enhancements are being implemented for the presentation of course information and faculty credentials, as well as for SACS reporting. These enhancements provide better support for departments to record and track faculty credentials and thus eliminate duplication of data as well as improve comprehensiveness of information.	The processes for documenting faculty credentials including degrees, certifications, and academic expertise are being enhanced to facilitate more effective correlation with course primary instructor assignments.	Summer, 2009	70%
Research Administration	Research Administration System: Labor Redistribution	Labor Redistribution expands HR functionality for Banner to enable on-line redistribution of funding for payroll transactions. This functionality is needed for effective management of research funds and will also be used for overall university payroll processing.	SunGardHE has completed development of the initial phase of this solution. VT is installing the version of Banner that contains this modification in late spring and then will begin making modifications necessary to implement this at VT.	Summer, 2009	20%
Research Administration	Research Administration System: Effort Reporting	Effort Reporting provides on-line production, administration, and approvals for reporting of effort for research efforts - both funded and unfunded. The system provides enhancements for Banner that will include approvals, workflow and integration with HR and research fund administration. Effective effort reporting is a critical requirement for university research compliance. This system will replace manual reports and a manual approval certification process.	SunGardHE has completed development of the initial phase of this solution. VT is installing the version of Banner that contains this modification in late spring and then will begin making modifications necessary to implement this at VT. The enterprise implementation will need to address system configuration and customization as well as developing effective processes and procedures for administration and operation. In addition, extensive training for faculty and staff will be required to meet university compliance requirements and ensure accurate understanding and usage of the system.	Summer, 2010	10%

## Report on Graduate Student Health Insurance Program

### FINANCE AND AUDIT COMMITTEE

June 1, 2009

#### Background

At their March 2009 meeting, the Board of Visitors approved the 2009-10 Graduate Student Health Insurance Program. In approving the program, the Finance and Audit Committee, in response to concerns expressed through the BOV Graduate Student Representative, raised several questions relative to the program. The specific concerns raised by the graduate students include the level of coverage, preventative options, prescription costs, and plan cost(s) for family members. Another concern raised by the graduate students related to access to the Schiffert Health Center if they were not enrolled during the summer session.

Following the March Board meeting, the university convened a small workgroup to review the concerns raised by the graduate students and determine if additional actions need to be taken by the university. The workgroup consisted of the Assistant Vice President for Finance, the Director of Risk Management, the 2008-2009 BOV Graduate Student Representative, the 2009-2010 BOV Graduate Student Representative, and the Chair of the Graduate Student Health Insurance Sub-Committee (a committee through the Graduate Student Association). The university also conducted a review of Graduate Student Health Insurance Programs at Virginia Tech's SCHEV peer institutions. The review included an analysis of the type of plan and services offered, the plan maximums available, the preventative care options offered, the optional coverage, the costs for each plan, and the percentage of school reimbursement provided.

#### Benchmarking Results

In conducting the review of data during the benchmarking review, information was obtained from 22 of the university's 25 SCHEV peers. (See Attachment 1 for a list of those included in the review.) To accurately compare the data, the institutions were separated by how plans were administered (i.e. separate GA plan, mandatory student plan, state-managed plan). Virginia Tech has a separate plan for graduate assistants, as does five other SCHEV peers (NC State, Penn State, Purdue, University of Florida, and University of Pittsburgh).

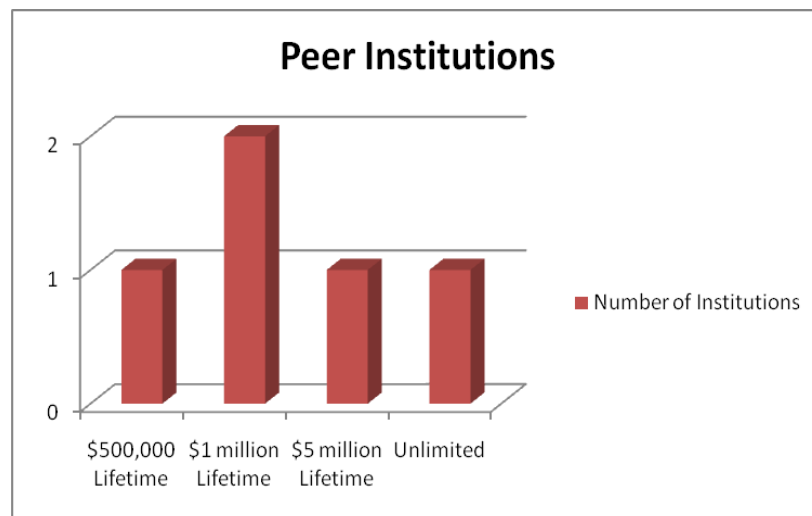
Administration of Plan	Number of Institutions
Separate GA Plan	5
Separate GA Employee Plan	5
GA Employee Union Plan	1
Part of Student Plan	2
Part of Mandatory Student Plan	5
Employee State Plan	4

Comparisons of the Virginia Tech plan to institutions offering state plans or mandatory plans should be made with the understanding of how the insurance program is administered. In both situations (state plans and mandatory plans) the pool of insured individuals created by aligning with a state plan offered to employees or requiring students to have insurance is much larger, thus allowing for a better premium rate. In addition, benefits are often better in a state managed plan. Lastly, mandatory plans often include unique requirements such as being excess over other existing coverage which does not allow for an accurate comparison. The Commonwealth of Virginia does not offer a state supported graduate student insurance plan; thus, the only option available to Virginia Tech was to create its own student insurance plan.

In comparing the graduate student health insurance programs across the five schools that administer separate programs for their graduate students, the benchmarking review indicated that Virginia Tech offers a competitive program. A review of the specific areas of concern is summarized below and is analyzed using the five schools offering separate graduate assistant insurance plans. (See Attachment 2 for a detailed summary.)

### *Level of Coverage*

Virginia Tech's graduate student health insurance program offers students the ability to purchase plans that provide coverage at \$50,000, \$100,000, or \$250,000 a year. The peer institutions offer lifetime caps, rather than yearly caps; these range from \$500,000 to an unlimited plan.



### *Preventative Options*

Virginia Tech's plan does not provide for routine physical or immunizations. In the benchmarking review, physicals were covered by three of the five institutions offering graduate student plans. Another institution allows for physicals at their student health center. Two of the five institutions provided immunizations as part of their preventative care coverage.

	<b>Number of Institutions</b>	<b>Virginia Tech</b>
<b>Physicals</b>	4	No
<b>Immunizations</b>	2	No

### *Prescription Costs*

In the area of prescription costs, Virginia Tech's plan offers a plan comparable to one other institution. Three of the five institutions offer prescription coverage that has no cap, although one of the institutions with no annual cap has a 60 percent limitation on the benefit after the deductible has been met. Virginia Tech has a \$1,000 yearly cap.

<b>Number of Institutions</b>	<b>Prescription Cap</b>	<b>Virginia Tech</b>
1	\$1,000	X
1	\$2,000	
1	No cap 60 % limitation on benefit after deductible	
2	No cap	

The percentage of Virginia Tech students who have utilized the full prescription benefit is very low (2.3 percent for 2007-08, 42 students; 2.7 percent for 2006-07, 46 students). The percentage of students who have utilized the full prescription benefit for the current year is also low (1.17 percent, 22 students).

### *Plan Cost(s) for Family Members*

Virginia Tech provides a subsidy of 82.5 percent of the single premium for the \$50,000 plan. For 2008-09, this is \$1,798.50. If a graduate student desires a higher level of major medical coverage they may elect to purchase the \$100,000 or \$250,000 plan with the subsidy amount, as mentioned above, applied to the larger premium.

The yearly cost to add a spouse to the Virginia Tech plan is \$5,444 (at the \$250,000 plan maximum). When compared to the five institutions administering similar plans, the yearly cost for adding a spouse to the student plan ranges from \$1,691 to \$5,542, with the average being \$3,200. The yearly cost to add a spouse and child(ren) to the Virginia Tech graduate student plan is \$7,821; adding a spouse and child(ren) to the student plan ranges from \$2,691 to \$11,039 annually, with the average being \$5,547. One of the five institutions pays 70 percent of the dependent premium. The remaining four institutions pay a portion of or the entire student premium.

### *Out-of-Pocket Maximum*

The yearly out-of-pocket maximum for the Virginia Tech plan is \$1,500. This ranks second, only to one institution that has a \$0 out-of-pocket maximum for in-network (the out-of-network provider deductible is \$4,000). The remaining four institutions have out-of-pocket maximums that range from \$2,000 (in-network only) to no limit.

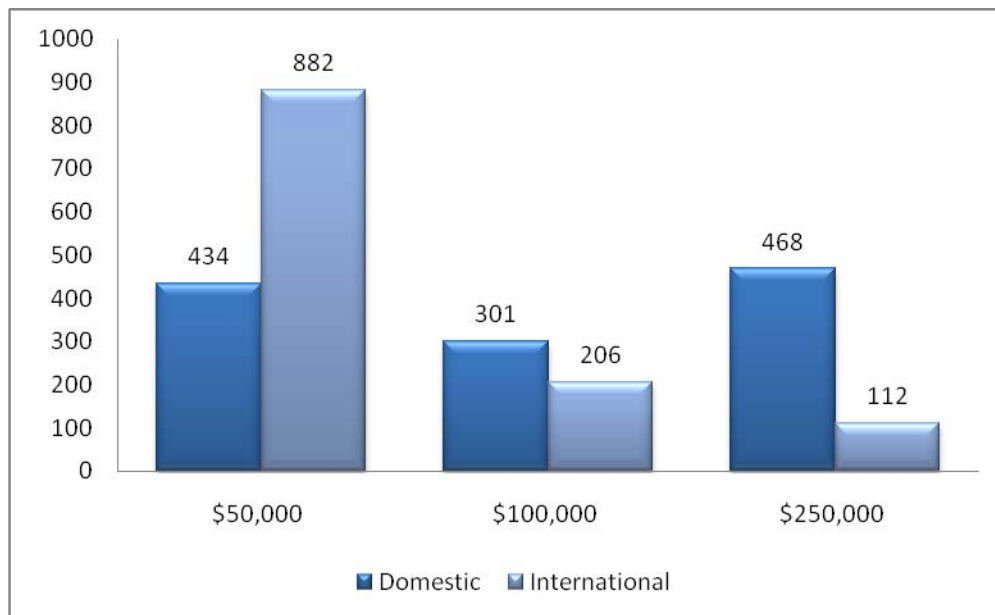
<b>Institution</b>	<b>In-Network Out-of-Pocket Maximum</b>
Virginia Tech	1,500
1	2,500
2	2,000
1	No limit
1	0

<b>Institution</b>	<b>Out-of-Network Out-of-Pocket Maximum</b>
Virginia Tech	1,500
3	4,000
1	2,500
1	No limit

### Usage of Current Plan

During 2008-09, Virginia Tech had 2,473 student enrolled in the student health insurance program, of which 320 were undergraduate students and 2,153 were graduate students. International students comprised 1,196. (See Attachment 3 for a detailed enrollment summary, by plan type.)

Over the last three years, there have been no students who have maxed out their plan benefits in any of the plan maximum (\$50,000, \$100,000, or \$250,000). The chart below reflects the distribution of purchased plans for FY2008-09 by maximum coverage amounts.



#### Access to Schiffert Health Center during the Summer Academic Session

Graduate students, during the summer academic session, have access to the Schiffert Health Center. If they are enrolled in summer session, they may elect to pay the health fee which would allow for visits as it does during the normal academic year, or they may pay a visit fee, which is eligible for submission and coverage as a claim under the student insurance program.

If they are not enrolled during the summer session but are at the university doing thesis/research work or completing work required for a degree, the student has two options. Their department head may write a letter verifying their continued progress toward degree requirements and they may pay the health fee for service. The second option is for the student to be seen at Schiffert Health Center, pay a fee for the service and submit the expense for reimbursement under the graduate student insurance plan.

#### Summary

The Virginia Tech Graduate Student Health Insurance Program, when compared with SCHEV peers offering similar programs, is a comparable program. As with all insurance programs,



there are differences in service options that may result in higher/lower premium costs, higher/lower deductibles, or higher/lower out-of-pocket maximums.

Over the next year, the university plans to continue to work with the Graduate Student Insurance Committee in their outreach efforts. Additionally, the university will conduct a survey of the graduate student population, to be administered by the Center for Survey Research. The purpose of the survey will be to ascertain the graduate students' responses to specific services offered through the insurance plan, premium and deductible costs, and out-of-pocket expenses. The survey will be conducted during the fall semester to ensure responses can be reviewed prior to preparing the 2010-11 insurance program.

**SCHEV Peers  
Included in Review**

University of Colorado, Boulder  
Cornell University  
University of Florida  
University of Illinois, Urbana-Champaign  
Iowa State University  
University of Maryland, College Park  
University of Michigan, Ann Arbor  
Michigan State University  
University of Minnesota – Twin Cities  
University of Missouri – Columbia  
North Carolina State University  
The Ohio State University  
Penn State University  
University of Pittsburgh  
Purdue University  
Rutgers, The State University of New Jersey  
University of Southern California  
Stony Brook University  
Texas A&M University  
The University of Texas at Austin  
The University of Washington - Seattle  
University of Wisconsin – Madison

Separate GA Plan

School & Pertinent Information	Virginia Tech Separate GA Plan	NC State Separate GA Plan	Penn State Separate GA Plan	Purdue Separate GA Plan	Univ. of Florida Separate GA Plan	Univ. of Pittsburgh Separate GA Plan
Insurance Underwriter	Nationwide	BCBSNC	United	United	United	Self Insured
Administrator	GMSW	BCBSNC/HCW	United	United	United	
Provider Network	Carilion/OneNet	BCBSNC	United	United	United	Univ. of Pitt. Medical Ctr.
Plan Types Offered	Comprehensive Major Medical	Comprehensive Major Medical	Comprehensive Major Medical	Comprehensive Major Medical	Comprehensive Major Medical	Comprehensive Major Medical
Local Service	On Campus Office	Durham	None	None	On Campus	No
SHC Referral Required	No	No	Yes	No	Yes	No
Plan Maximum(s)	\$50/\$100/\$250K Yearly	Unlimited	\$500,000 Lifetime	\$1,000,000 Lifetime	\$1,000,000 Lifetime	\$5 Million In - Lifetime
Deductible	\$300	\$100 In / \$200 Out	\$75	\$350 In / \$750 Out	\$100 Per Occurrence	\$0 In / \$250 Out
Coinsurance % - In Network	10,15 / Referral or 20	10	0	20	10 Shand / 20 Other PPO	0
Coinsurance % - Out of Network	35	30	20	40	30	20
Outpatient Physician Copay	\$20	None	None	None	None	\$5 PCP / \$ \$10 Specialist
Out-of-pocket Maximum	\$1,500	\$2,000 In / \$4,000 Out	None	\$2,000 In / \$4,000 Out	\$2,500	\$0 In / \$4,000 Out
Inpatient Deductible	\$300	None	None	None	None	None
Emergency Room Deductible	\$100	None	None	None	None	\$25
IP Mental & Nervous	Cov. As any other cond.	10/30%, 30 day limit	20/40%, 28 day limit	Cov. As any other cond.	10/20 In / 30 Out	Covered as any other ill.
OP Mental & Nervoux	Cov. As any other cond.	10/30%, 40 visit max	20/40%, 40 day max	Cov. As any other cond.	10/20 In / 30 Out, 30 day Mx	In -\$5 Copay / Out - 50%
Outpatient Rx (Copays - Max)	20/30/40 - \$1,000	100 ded then 60%	50%	20/40 or > 30%, \$1,000	20/30/50, \$2,000	10/20/40, No Max
Preventative (list)	10/15% / Referal or 20%	10%	10%	SHC Only - \$500 Max	\$500 Max	
To include: Mammogram, PAP, Vaccines and Immunizations.	Mammogram, PAP, PSA	Mammograms, PAP PSA	Mammograms, PAP PSA	Mammograms, PAP, PSA	Mammograms, PAP PSA, immunizations	Mammograms, PAP, PSA Vaccines, Immunizations
Physicals	Not covered	Covered In Network	Not covered	Covered at SHC	Yes (subject to \$500 max)	\$5 Copay
Well Baby/Child Care	\$30 per visit to age 2	90% to age 6	Immunizations only	\$500 Max	Cov. as any other illness	In-\$5 Copay / Out-No Cov
Medical Evacuation/Repatriation	\$10,000 Each	Separate Plan	Separate Plan	Unlimited - SES	Unlimited - SES	Separate Plan
Optional Coverages						
Dental (Insurance or Discount)	Delta Dental / Insurance	N/A	N/A	N/A	N/A	Concordia
Vision	Yes	N/A	N/A	N/A	N/A	Davis
Other						
Cost (Medical Only)						
Student Only	\$ 2,507	Not Obtainable	\$ 2,006	\$ 1,559	\$ 1,570	\$ 2,757
Spouse Additional	\$ 5,444	\$ 2,689	\$ 5,542	\$ 1,691	\$ 3,473	\$ 2,603
Spouse & Child(ren) Additional	\$ 7,821	\$ 4,393	\$ 11,039	\$ 2,619	\$ 6,595	\$ 3,090
Child Additional	\$ 4,403	\$ 1,704		\$ 585	\$ 1,561	\$ 3,904
Children Additional	\$ 5,442	\$ 1,704	\$ 3,491		\$ 3,122	\$ 3,090
School Reimbursement %	82.5% of Student	100% of Student	80% Students, 70% Dep.	80% Student	Varies By Dept	100% Student

Separate GA Employee Plan

School & Pertinent Information	U of Minnesota Separate GA Employee Plan	Texas A&M Separate GA Employee Plan	Ohio State Separate GA Employee	Michigan State Separate GA Employee	U of Washington Separate GA Employee Plan
Insurance Underwriter	Self Funded	Delose	Self Insured	Aetna	United HealthCare
Administrator	BCBS Minnesota	Associated Insurance Group	Klais	Aetna	Welfare & Pension Adm.
Provider Network	BCBS Minnesota	Beech Street/MultiPlan	BeechStreet	Aetna	United HealthCare
Plan Types Offered	Comprehensive Major Medical	Comprehensive Major Medical	Comprehensive Major Medical	Comprehensive Major Medical	Comprehensive Major Medical
Local Service	Yes	On Campus	On Campus	None	Yes
SHC Referral Required	No	None	None	Yes	No
Plan Maximum(s)	\$3,000,000 Lifetime	\$500,000 Per Policy Year	\$500,000 Lifetime	\$100,000 per sick., <i>lifetime</i>	\$100,000 / Occurrence/Yr
Deductible	\$0 In / \$200 Out	\$100 In /\$250 Out	\$0 In / \$500 Out	\$50 In / \$100 Out	\$300
Coinsurance % - In Network	0	20	10	5	10
Coinsurance % - Out of Network	20	40	40	20	40
Outpatient Physician Copay	\$10	\$25	\$15 / \$25 Urgent Care	\$10	None
Out-of-pocket Maximum	\$2,500	\$3,000 In / \$6,000 Out	None	\$900 In / \$2,300 Out	\$1,250 In - None Out
Inpatient Deductible	None	None	None	None	None
Emergency Room Deductible	\$40 Copay	\$75	\$100	\$50	None
IP Mental & Nervous	Cov. As any other cond.	As any other cond., \$25,000	60%	50%-\$3000 Cap - \$6000 life	10%, 20 day max.
OP Mental & Nervoux	\$10 Copay	Visit + 20%/30%, \$2,000 Max	Cov. As any other cond.	\$10 copay, 0%, 25 vis. Max	In-10%, Out-40% - 15 Max
Outpatient Rx (Copays - Max)	10/25/50, OOP Max = \$300	15/25/35, 3,000 Max	10% Gen/20% Bran, \$1,250	5/10, \$7,500 Max	20%/40%
Preventative (list)					
To include: Mammogram, PAP, Vaccines and Immunizations.	Mammogram, PAP, PSA Vaccines, Immunizations	Mammograms, PAP PSA	Mammogram, PAP PSA	Mammogram, PAP PSA	Mammograms, PAP, PSA Limited Number Covered
Physicals	One Per Year	1 WellCare Office Vis /\$25	Not Covered	None	No Coverage
Well Baby/Child Care	Covered to age 6	80/60%	90% - \$500 ded	5/20% - \$500 Max (under 2)	Covered
Medical Evacuation/Repatriation	MEDEX	\$50,000/\$15,000 max	Separate Plan	Separate Plan	\$10,000/\$7,500
Optional Coverages					
Dental (Insurance or Discount)	BCBSMN	Delta Dental	Delta Dental	Not obtainable	Yes
Vision	No	Yes - Insured	Yes - Discount	Not obtainable	Yes
Other		Life, LTD, LTC, AD&D			
Cost (Medical Only)					
Student Only	\$ 3,010	\$ 2,352	\$ 2,060	\$ 1,726	\$ 2,739
Spouse Additional	\$ 5,871	\$ 8,316	\$ 6,036	\$ 4,927	\$ 2,878
Spouse & Child(ren) Additional	\$ 7,069	\$ 11,712	\$ 8,264	\$ 8,617	\$ 4,723
Child Additional	\$ 3,734			\$ 2,657	\$ 1,845
Children Additional	\$ 6,799	\$ 3,396	\$ 6,120	\$ 3,690	
School Reimbursement %	94% Student, 65% Dep	100% Student, ~14% Dep	85% of Student & Dep.	100% Student, 60% Spouse	100% Student, 60% Dep

**GA Employee Union Plan**

<b>School &amp; Pertinent Information</b>	<b>U of Michigan</b> GA Employee Union Plan
Insurance Underwriter	Self Funded - Union Plan
Administrator	BCN Service Company
Provider Network	UMHS, UM Premiere Care #1 & UMSHC
Plan Types Offered	HMO (modified POS)
Local Service	Yes
SHC Referral Required	Referral Required of Out-of-Network Care
Plan Maximum(s)	Unlimited
Deductible	None
Coinsurance % - In Network	None
Coinsurance % - Out of Network	None
Outpatient Physician Copay	\$15
Out-of-pocket Maximum	None
Inpatient Deductible	None
Emergency Room Deductible	\$50
IP Mental & Nervous	100%, 45 day Max.
OP Mental & Nervous	\$15 Copay, 30 Visit Max
Outpatient Rx (Copays - Max)	5/15/30, No Max
Preventative (list)	
To include: Mammogram, PAP, Vaccines and Immunizations.	Mammograms, PAP, PSA Vaccines, Immunizations
Physicals	Covered
Well Baby/Child Care	Covered
Medical Evacuation/Repatriation	Separate Plan
Optional Coverages	
Dental (Insurance or Discount)	Delta Dental,
Vision	Davis
Other	Term Life, Legal Plan
Cost (Medical Only)	
Student Only	Rates Could Not Be Obtained
Spouse Additional	Rates Could Not Be Obtained
Spouse & Child(ren) Additional	Rates Could Not Be Obtained
Child Additional	Rates Could Not Be Obtained
Children Additional	Rates Could Not Be Obtained
School Reimbursement %	Not Obtainable

Part of Student Plan

School & Pertinent Information	Iowa State Part of Student Plan	U of Missouri Part of School Plan
Insurance Underwriter	Aetna	Aetna
Administrator	Aetna	Aetna
Provider Network	Midlands Choice/Aetna	Aetna
Plan Types Offered	Comprehensive Major Medical	Comprehensive Major Medical
Local Service	Yes	Yes
SHC Referral Required		Yes
Plan Maximum(s)	\$250,000 Per Year	\$250,000 Lifetime
Deductible	\$300	\$100 w/SHC Ref., \$250 w/out
Coinsurance % - In Network	20	20
Coinsurance % - Out of Network	40	50
Outpatient Physician Copay	None	None
Out-of-pocket Maximum	\$1,500	\$3,000 In - None Out
Inpatient Deductible	None	None
Emergency Room Deductible	\$100	None
IP Mental & Nervous	20/40%, 30 day Max	Covered as any other ill.
OP Mental & Nervoux	20/40%, 20 Visit Max	Covered as any other ill.
Outpatient Rx (Copays - Max)	No Coverage	10/20, \$1,500 max
Preventative (list)		
To include: Mammogram, PAP, Vaccines and Immunizations.	Mammogram, PAP Not Covered	Mammograms, PAP, PSA Not Covered
Physicals	No Coverage	No Coverage
Well Baby/Child Care	20% In / 40% Out	Covered
Medical Evacuation/Repatriation	Separate Plan	Unlimited
Optional Coverages		
Dental (Insurance or Discount)	Delta Dental	Aetna
Vision	Aetna Vision One	Aetna
Other		
Cost (Medical Only)		
Student Only	\$ 1,559	\$ 1,876
Spouse Additional	\$ 4,991	\$ 6,683
Spouse & Child(ren) Additional	\$ 8,229	\$ 10,240
Child Additional	\$ 3,253	\$ 3,341
Children Additional	\$ 3,253	\$ 3,341
School Reimbursement %	100% Student	100% Student

Part of Mandatory School Plan

School & Pertinent Information	U of Illinois, Urbana Part of Mandatory School Plan (Also Excess Plan)	Cornell Part of Mandatory Student Plan	U of Colorado Part of Mandatory Student Plan	Stony Brook University & SUNY at Buffalo Part of Mandatory Student Plan	U. of Southern CA Part of Mandatory School Plan - Excess
Insurance Underwriter	Mega Life & Health	Aetna	Aetna	Both Empire BCBS & United	BC Life & Health
Administrator	U of Illinois, Urbana	Chickering	Aetna	Both Empire BCBS & United	
Provider Network	PHCS/MultiPlan	Aetna	Aetna	Both Empire BCBS & United	USC
Plan Types Offered	Comprehensive Major Medical	Comprehensive Major Medical	Comprehensive Major Medical	Comprehensive Major Medical	
Local Service	Yes	On Campus	On Campus	No	Yes, SHC
SHC Referral Required	No	Yes	Yes	No	Yes, SHC
Plan Maximum(s)	\$1,000,000 Lifetime	\$1,000,000 Lifetime	\$500,000 Lifetime	\$350,000 Annual	\$500,000 Lifetime
Deductible	\$150	None	\$250	\$0 In / \$100 Out	\$300 In / \$600 Out
Coinsurance % - In Network	20	0/20	20	Facility = 0, Physician = 0	10 USC, 20 PPO
Coinsurance % - Out of Network	20	30	50	20	50
Outpatient Physician Copay	None	\$20	None	\$10	\$30 USC or 20% PPO
Out-of-pocket Maximum	\$1,800	\$1,500	\$5,000 In / \$10,000 Out	None	\$3,500 In / \$7,000 Out
Inpatient Deductible	None	\$200	\$200	\$200	None
Emergency Room Deductible	\$50	\$50	\$50	\$25	10%
IP Mental & Nervous	20%, \$100,000 Max	Cov. As any other cond.	Cov. As any other cond.	\$200 Ded, then 100%	Covered as any other ill.
OP Mental & Nervoux	50%, 52 day Max, \$50 Cap	Cov. As any other cond.	Cov. As any other cond.	\$10 (visits 1-15), >15 \$100 ded@80%	25 visit Max.
Outpatient Rx (Copays - Max)	No coverage- Discount Plan	10/25, \$2,000 Max	50%, \$5,000 Max	5/15/30, \$2500 Max	10/25, No Max.
Preventative (list)					
To include: Mammogram, PAP, Vaccines and Immunizations.	Mammogram, PAP, PSA	Mammograms, PAP	Mammogram, PAP,	Mammograms, PAP, PSA	Mammograms, PAP, PSA
Physicals	No Coverage	PSA	PSA	Vaccines, Immunizations	Only @ SHC, \$300 Max
	No coverage	Not covered	Not Coverd	No Coverage	Not Covered
Well Baby/Child Care	20% (1st year only)	100/80/70%	80/50%	Covered - Paid in Full	No Dependent Coverage
Medical Evacuation/Repatriation	SES Unlimited	Unlimited	OnCall International	Separate Plan	\$100,000 / \$15,000
Optional Coverages					
Dental (Insurance or Discount)	No		Aetna	GHI	Not Offered
Vision	No	Aetna - Discount	Aetna	EyeMed	EyeMed Vision
Other					
Cost (Medical Only)					
Student Only	\$ 837	\$ 1,514	\$ 2,105	\$ 2,410	\$ 935
Spouse Additional	\$ 3,492	\$ 3,282	\$ 4,912	\$ 2,801	Not Offered
Spouse & Child(ren) Additional	\$ 5,232	\$ 5,314	\$ 7,513	\$ 5,453	Not Offered
Child Additional	\$ 1,740	\$ 2,032	\$ 2,601	\$ 2,801	Not Offered
Children Additional	\$ 1,740	\$ 2,032			Not Offered
School Reimbursement %	100% Student	100% of Student	Not Obtainable	90% Student, 75% Dep	100% Student



Employee State Plan

School & Pertinent Information	University of Maryland Employee State Plan	Rutgers Employee State Plan	U of Wisconsin (Employee State Plan)	U of Texas (Employee State Plan)
Insurance Underwriter	CareFirst BCBS	Horizon - BCBSNJ	Various	BCBSTX
Administrator	CareFirst	Horizon - BCBSNJ	Various	BCBXTX
Provider Network	CareFirst	Horizon - BCBSNJ	Various	BCBSTX
Plan Types Offered	Comprehensive Major Medical	Comprehensive Major Medical	Options-Used Anthem N Major Medical & HMO	Comprehensive Major Medical
Local Service	No	Yes	Yes	No
SHC Referral Required	No	No	Referral From PCP	No
Plan Maximum(s)	\$2,000,000 Lifetime	Unlimited	\$2,000,000 Lifetime	Unlimited
Deductible	\$0 In / \$250 Out	\$100 Out of Network	None	\$250 In / \$500 Out
Coinsurance % - In Network	0	0	None	0/20
Coinsurance % - Out of Network	20	30	None	40
Outpatient Physician Copay	\$15 PCP / \$25 Specialist	\$15	None	\$25 PCP, \$30 Specialist
Out-of-pocket Maximum	\$0 In / \$3,000 Out	\$400 In / \$4,000 Out	None	\$1,750 In / \$4,000 Out
Inpatient Deductible	None	\$200	None	\$100 Per Day, \$500 Max
Emergency Room Deductible	\$50	\$50	60% copay per visit	\$100
IP Mental & Nervous	Separate Plan	0% - 25 days, then 10%	30 days	Cov. As any other cond.
OP Mental & Nervoux	Separate Plan	10%	% (all covered no caps	Cov. As any other cond.
Outpatient Rx (Copays - Max)	5/15/25, No Max.	3/10/2025	\$385	\$50 Ded then 10/30/45
Preventative (list)				
To include: Mammogram, PAP, Vaccines and Immunizations.	Mammograms, PAP, PSA Vaccines, Immunizations	Mammogram, PAP, PSA Vaccines, Immunizations	Mammogram, PAP, PS Vaccines, Immunization	Mammogram, PAP, PSA Immunizations @ 75%
Physicals	One Per Year - \$15 Copay	One Per Year - \$15 Copay	One Per Year	per year / \$25 Copay + 25%
Well Baby/Child Care	0%/20%, \$15 copay	\$15 Copay	Covered	75% (under age 2)
Medical Evacuation/Repatriation	Separate Plan	Separate Plan	Separate Plan	Separate Plan
Optional Coverages				
Dental (Insurance or Discount)	3 choices, funded @ 50%	Yes	Anthem Dental	Delta
Vision	Yes	Yes	Optum Health Vision	Superior Vision
Other	AD&D, Term Life		LTD, LTC, Life	LTD, Life, AD&D
Cost (Medical Only)				
Student Only	\$ 7,792	Not Obtainable, But High	\$ 4,840	\$ 4,430
Spouse Additional	\$ 4,391	Not Obtainable, But High		\$ 4,224
Spouse & Child(ren) Additional	\$ 8,233	Not Obtainable, But High	\$ 7,214	\$ 7,575
Child Additional	\$ 4,391	Not Obtainable, But High		
Children Additional		Not Obtainable, But High		\$ 3,480
School Reimbursement %	80% Student & Dep	Stud. Cost is 1.5% of Salary	3% Student, 87% Fam	100% Student, ~25% Dep

**Virginia Tech  
Student Health Insurance Program  
Enrollment Report**

	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$250,000</b>	<b>Total</b>
<b><u>2008/09</u></b>				
<b><i>Undergraduate</i></b>	<b>113</b>	<b>81</b>	<b>126</b>	<b>320</b>
Domestic	62	63	111	236
International	51	18	15	84
<b><i>Graduate</i></b>	<b>104</b>	<b>91</b>	<b>83</b>	<b>278</b>
Domestic	49	38	47	134
International	55	10	9	74
Vet Med	0	43	27	70
<b><i>Graduate Assistant</i></b>	<b>1099</b>	<b>378</b>	<b>398</b>	<b>1875</b>
Domestic	323	200	310	833
International	776	178	88	1042
<b>Total</b>	<b>1316</b>	<b>550</b>	<b>607</b>	<b>2473</b>

	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$250,000</b>	<b>Total</b>
<b><u>2007/08</u></b>				
<b><i>Undergraduate</i></b>	<b>174</b>	<b>90</b>	<b>163</b>	<b>427</b>
Domestic	104	67	136	307
International	70	23	27	120
<b><i>Graduate</i></b>	<b>104</b>	<b>98</b>	<b>95</b>	<b>297</b>
Domestic	46	46	50	142
International	58	5	19	82
Vet Med	0	47	26	73
<b><i>Graduate Assistant</i></b>	<b>1057</b>	<b>365</b>	<b>404</b>	<b>1826</b>
Domestic	313	186	304	803
International	744	179	100	1023
<b>Total</b>	<b>1335</b>	<b>553</b>	<b>662</b>	<b>2550</b>

	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$250,000</b>	<b>Total</b>
<b><u>2006/07</u></b>				
<b><i>Undergraduate</i></b>	<b>222</b>	<b>105</b>	<b>170</b>	<b>507</b>
Domestic	120	82	140	342
International	102	23	40	165
<b><i>Graduate</i></b>	<b>109</b>	<b>111</b>	<b>118</b>	<b>338</b>
Domestic	25	43	73	141
International	84	12	9	105
Vet Med	0	56	36	92
<b><i>Graduate Assistant</i></b>	<b>938</b>	<b>375</b>	<b>372</b>	<b>1685</b>
Domestic	289	183	276	748
International	649	192	96	937
<b>Total</b>	<b>1269</b>	<b>591</b>	<b>660</b>	<b>2520</b>

**Financial Performance Report - Operating and Capital****FINANCE AND AUDIT COMMITTEE****July 1, 2008 to March 31, 2009**

The Financial Performance Report of income and expenditures is prepared from two sources: actual accounting data as recorded at Virginia Tech and the annual budgets which are also recorded in the university accounting system. The actual accounting data reflect the modified accrual basis of accounting, which recognizes revenues when received rather than when earned and the expenditures when obligated rather than when paid. The Original Budget was approved by the Board of Visitors at the June meeting. The Adjusted Budget reflects adjustments to incorporate actual experience or changes made during the fiscal year. These changes are presented for review and approval by the Finance and Audit Committee and the Board of Visitors through this report. Where adjustments impact appropriations at the state level, the University budget coordinates with the Department of Planning and Budget to ensure appropriations are reflected accurately.

The July to March 2008-09 budget (year-to-date) is prepared from historical data which reflects trends in expenditures from previous years as well as known changes in timing. Differences between the actual income and expenditures and the year-to-date budget may occur for a variety of reasons, such as an accelerated or delayed flow of documents through the accounting system, a change in spending patterns at the college level, or increases in revenues for a particular area.

Quarterly budget estimates are prepared to provide an intermediate measure of income and expenditures. Actual revenues and expenditures may vary from the budget estimates. The projected year-end budgets are, however, the final measure of budgetary performance.

## OPERATING BUDGET

Attachment J

1. Tuition and Fee revenue is less than historical projections due to the timing of collections.
2. Academic Program expenditures are ahead of historical projections due to the timing of operating expenditures.
3. The budget for federal revenue is established to match projected allotments from the federal government. All expenses in federal programs are covered by drawdowns of federal revenue up to allotted amounts. Federal revenue in the Cooperative Extension/Agricultural Experiment Station Division was less than the projected budget due to the timing of receipt of federal drawdowns. Expenditures are temporarily exceeding revenues due to the timing of federal drawdowns.
4. Academic expenditures are lower than historical budget projections due to turnover and vacancy. These savings will be redistributed during the remainder of the year to operating accounts.
5. Quarterly and projected annual variances are explained in the Auxiliary Enterprises section of this report.
6. Historical patterns have been used to develop a measure of the revenue and expenditure activity for Sponsored Programs. Actual revenues and expenses may vary from the budget estimates because projects are initiated and concluded on an individual basis without regard to fiscal year. Total sponsored expenditures are less than projected, but are ahead of 2007-08 activity levels.
7. Revenues and Expenses were below projections due to lower than expected Federal Work Study activity and Alumni Affairs salary savings. Revenues were also below projections due to lower than projected interest earnings.
8. The General Fund revenue budget has been increased by \$221,000 for a transfer from Student Financial Assistance to the Educational and General program for assistantships in the Multicultural Academic Opportunities Program, by \$32,699 for VIVA libraries distribution costs, and decreased by \$1,023,446 to match the actual central appropriations transfer for fringe benefits and the deferral of faculty and staff raises. The budget has also been decreased by \$8,654,238 for the General Fund reduction assigned to the E&G component of the University Division by the Governor on October 9, 2008. The corresponding expenditure budgets have been adjusted accordingly.
9. The annual budget for Tuition and Fees has been decreased \$10,188 to finalize estimates for the Virginia/Maryland Regional College of Veterinary Medicine regional capitation agreement and increased by \$11,306,963 for strong fall enrollments and spring retention. The corresponding expenditure budgets have been adjusted accordingly.
10. The All Other Income budget for the University Division has been decreased by \$2,822,192 for lower Continuing Education program activity than originally estimated, by \$25,000 for revenues collected from the Virginia Racing Commission, by \$800,000 for decreased activity at the Equine Medical Center, and by \$500,000 for decreased activity at the Veterinary Teaching Hospital.
11. The General Fund revenue budget in the Cooperative Extension/Agricultural Experiment Station Division has been decreased by \$633,009 to match the actual central appropriations transfer for fringe benefits and the deferral of faculty and staff raises. The budget has also been decreased by \$2,307,994 for the General Fund reduction assigned to the Cooperative Extension/Agricultural Experiment Station Division by the Governor on October 9, 2008. The corresponding expenditure budgets have been adjusted accordingly.
12. The annual budget for Federal Appropriations in the Cooperative Extension/Agricultural Experiment Station Division has been increased by \$4,284,589 to carryover unexpended federal funds. The corresponding expenditure budgets have been adjusted accordingly.
13. All Other Income in the Cooperative Extension/Agricultural Experiment Station Division has been increased by \$95,000 for increased milk sales.
14. The Sponsored Programs budget has been decreased for the General Fund reduction for the Commonwealth Research Initiative assigned by the Governor on October 9, 2008.
15. The projected year-end revenue and expense budgets for Student Financial Assistance were reduced by \$221,000 for the transfer from Student Financial Assistance to the Educational and General program for assistantships in the Multicultural Academic Opportunities Program and increased by \$32,923 for Virginia Military Survivors and Dependent Program, \$306,503 for the Commonwealth Scholarship Assistance Program, \$2,000 for the 2-Year College Transfer Grant, and \$6,446 for carryover of unexpended balances as of June 30, 2008.
16. The projected annual budgets in All Other Programs were adjusted to reflect increases for activities that were initiated prior to June 30, 2008 but incomplete at fiscal year end, finalization of budgets, and a Unique Military Activities General Fund appropriation reduction of \$78,491.

**OPERATING BUDGET  
2008-09**

Attachment J

Dollars in Thousands

	July 1, 2008 to March 31, 2009			Annual Budget for 2008-09		
	Actual	Budget	Change	Original	Adjusted	Change
<b>Educational and General Programs</b>						
<b><u>University Division</u></b>						
<u>Revenues</u>						
- General Fund	\$135,295	\$135,295	\$0	\$178,492	\$169,067	\$-9,425 (8)
- Tuition and Fees	275,192	278,734	-3,542 (1)	269,681	280,978	11,297 (9)
- All Other Income	24,179	24,438	-259	33,967	29,820	-4,147 (10)
Total Revenues	\$434,666	\$438,467	\$-3,801	\$482,140	\$479,865	\$-2,275
<u>Expenses</u>						
- Academic Programs	\$-231,882	\$-231,535	\$-347 (2)	\$-299,012	\$-298,595	\$417 (8,9,10)
- Support Programs	-135,641	-135,859	218	-183,128	-181,270	1,858 (8,9,10)
Total Expenses	\$-367,523	\$-367,394	\$-129	\$-482,140	\$-479,865	\$2,275
NET	\$67,143	\$71,073	\$-3,930	\$0	\$0	\$0
<b><u>CE/AES Division</u></b>						
<u>Revenues</u>						
- General Fund	\$51,237	\$51,237	\$0	\$67,133	\$64,192	\$-2,941 (11)
- Federal Appropriation	10,023	11,226	-1,203 (3)	13,915	18,200	4,285 (12)
- All Other Income	633	749	-116	851	946	95 (13)
Total Revenues	\$61,893	\$63,212	\$-1,319	\$81,899	\$83,338	\$1,439
<u>Expenses</u>						
- Academic Programs	\$-58,047	\$-58,462	\$415 (4)	\$-74,258	\$-75,818	\$-1,560 (11,12,13)
- Support Programs	-4,718	-4,700	-18	-7,641	-7,520	121 (11,12,13)
Total Expenses	\$-62,765	\$-63,162	\$397	\$-81,899	\$-83,338	\$-1,439
NET	\$-872 (3)	\$50	\$-922	\$0	\$0	\$0
<b>Auxiliary Enterprises</b>						
Revenues	\$184,850	\$185,206	\$-356 (5)	\$204,637	\$215,613	\$10,976 (5)
Expenses	-146,331	-150,049	3,718 (5)	-193,748	-212,345	-18,597 (5)
Reserve Drawdown (Deposit)	-38,519	-35,157	-3,362 (5)	-10,889	-3,268	7,621 (5)
NET	\$0	\$0	\$0	\$0	\$0	\$0
<b>Sponsored Programs</b>						
Revenues	\$168,025	\$166,932	\$1,093 (6)	\$231,675	\$231,519	\$-156 (14)
Expenses	-172,683	-180,584	7,901 (6)	-231,675	-231,519	156 (14)
Reserve Drawdown (Deposit)	4,658	13,652	-8,994	0	0	0
NET	\$0	\$0	\$0	\$0	\$0	\$0
<b>Student Financial Assistance</b>						
Revenues	\$17,271	\$17,271	\$0	\$17,151	\$17,271	\$120 (15)
Expenses	-16,169	-16,456	287	-17,151	-17,278	-127 (15)
Reserve Drawdown (Deposit)	0	0	0	0	7	7 (15)
NET	\$1,102	\$815	\$287	\$0	\$0	\$0
<b>All Other Programs *</b>						
Revenues	\$4,085	\$4,537	\$-452 (7)	\$6,088	\$6,028	\$-60 (16)
Expenses	-4,103	-4,449	346 (7)	-6,088	-6,397	-309 (16)
Reserve Drawdown (Deposit)	18	-88	106	0	369	369 (16)
NET	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total University</b>						
Revenues	\$870,790	\$875,625	\$-4,835	\$1,023,590	\$1,033,634	\$10,044
Expenses	-769,574	-782,094	12,520	-1,012,701	-1,030,742	-18,041
Reserve Drawdown (Deposit)	-33,843	-21,593	-12,250	-10,889	-2,892	7,997
NET	\$67,373	\$71,938	\$-4,565	\$0	\$0	\$0

\* All Other Programs include federal work study, alumni affairs, surplus property, and unique military activities.

## AUXILIARY ENTERPRISE BUDGET

Attachment J

1. Expenses for Residence and Dining Halls are lower than projected due to timing of one-time project expenses.
2. Student fee revenues in Telecommunications Services exceed projections due to higher than projected enrollment. Expenditures are lower than projected due to timing of equipment purchases.
3. Student fee revenues in the University Services System are higher than projected due to higher enrollments than budgeted. Expenditures for the University Services System are lower than projected overall due to staff turnover and vacancy and the timing of operating and equipment replacement expenses.
4. Revenues for the Intercollegiate Athletics System are lower than projected due to unsold ACC basketball tournament tickets, lower than projected football ticket sales, and lower than anticipated investment income. Expenses are lower than projected due to lower than expected Orange bowl travel expenses.
5. Revenues and expenses for the Electric Service auxiliary are lower than projected due to lower than budgeted electrical consumption. Expenses are also lower than projected due to lower than budgeted cost of purchased electricity.
6. The projected annual budget was adjusted for outstanding 2007-08 commitments and projects that were initiated but not completed before June 30, 2008.
7. The projected annual revenue, expense and reserve budgets for Residence and Dining Halls were adjusted for higher than projected fall and spring occupancy in the residence halls, increased dining sales, increased operating expenses related to dining activity, the expansion of dining hall service hours on weekends to accommodate demand, and one-time project and equipment replacement expenses.
8. The projected annual expense and reserve budgets for Parking and Transportation were adjusted to accommodate planned aircraft engine overhaul expenses and parking lot maintenance.
9. The projected annual revenue budget for Telecommunications was adjusted for higher than projected student fees, project payments, and Ethernet connections. The annual expense budget was adjusted for one-time equipment purchases associated with the campus infrastructure upgrade.
10. The projected annual revenue, expense and reserve budgets for the University Services System were adjusted for changes in funding for the Rescue Squad, Cook Counseling Center to accommodate a federal grant, planning expenses for the performing arts center project, savings in the McComas pool replacement, and a campus land use study.
11. The projected annual revenue budget for Intercollegiate Athletics was adjusted to accommodate increased revenue from the NCAA Opportunity Fund, the ISP Sports multimedia contract, licensing revenue, ACC allocation, private fund raising, men's basketball season tickets, football conference championship, the Orange Bowl, and a neutral site football game, partially offset by lower than projected interest earnings. Annual expense and reserve budgets were adjusted to accommodate personnel actions, operating adjustments, equipment purchases, program needs, facility maintenance, technology improvements, the ACC football conference championship, Orange Bowl, and one-time projects (Softball Seating/Press Box, Batting Facility, and Soccer/Lacrosse Press Box).
12. The projected revenue budget for the Electric Service auxiliary was adjusted to accommodate increased electricity sales rates and contract work. The projected expense budget was adjusted to accommodate increased purchased electricity costs, operating expense, and contract work.
13. The projected annual revenue, expense, and reserve budgets for the Inn at Virginia Tech were adjusted for the decline in business volume and the upgrade of the scheduling system and server.
14. The projected annual revenue, expense, and reserve budgets for Other Enterprise Functions were adjusted to accommodate increased contributions to scholarships in Licensing and Trademarks, increased sales of student software, student orientation enrollment, and Hokie Camp expenses.

**UNIVERSITY DIVISION  
AUXILIARY ENTERPRISES**

Attachment J

Dollars in Thousands

	July 1, 2008 to March 31, 2009			Annual Budget for 2008-09		
	Actual	Budget	Change	Original	Adjusted	Change
<b>Residence and Dining Halls</b>						
Revenues	\$70,657	\$70,616	\$41	\$69,520	\$73,062	\$3,542 (7)
Expenses	-48,871	-50,146	1,275 (1)	-64,754	-69,548	-4,794 (6,7)
Reserve Drawdown (Deposit)	-21,786	-20,470	-1,316	-4,766	-3,514	1,252 (6,7)
Net	\$0	\$0	\$0	\$0	\$0	\$0
<b>Parking and Transportation</b>						
Revenues	\$5,757	\$5,769	\$-12	\$6,202	\$6,202	\$0
Expenses	-5,000	-5,043	43	-5,726	-6,522	-796 (6,8)
Reserve Drawdown (Deposit)	-757	-726	-31	-476	320	796 (6,8)
Net	\$0	\$0	\$0	\$0	\$0	\$0
<b>Telecommunications Services</b>						
Revenues	\$15,093	\$14,907	\$186 (2)	\$17,190	\$17,677	\$487 (9)
Expenses	-12,237	-12,482	245 (2)	-17,463	-18,156	-693 (6,9)
Reserve Drawdown (Deposit)	-2,856	-2,425	-431	273	479	206 (6,9)
Net	\$0	\$0	\$0	\$0	\$0	\$0
<b>University Services System</b>						
Revenues	\$26,527	\$26,028	\$499 (3)	\$26,468	\$26,579	\$110 (10)
Expenses	-17,668	-18,116	448 (3)	-23,832	-25,620	-1,788 (6,10)
Reserve Drawdown (Deposit)	-8,859	-7,912	-947	-2,636	-959	1,678 (6,10)
Net	\$0	\$0	\$0	\$0	\$0	\$0
<b>Intercollegiate Athletics</b>						
Revenues	\$35,020	\$35,912	\$-892 (4)	\$44,284	\$48,682	\$4,398 (11)
Expenses	-33,027	-33,322	295 (4)	-42,297	-48,653	-6,356 (6,11)
Reserve Drawdown (Deposit)	-1,993	-2,590	597	-1,987	-29	1,958 (6,11)
Net	\$0	\$0	\$0	\$0	\$0	\$0
<b>Electric Service</b>						
Revenues	\$18,848	\$19,076	\$-228 (5)	\$24,490	\$27,658	\$3,168 (12)
Expenses	-18,604	-19,781	1,177 (5)	-24,258	-28,461	-4,203 (6,12)
Reserve Drawdown (Deposit)	-244	705	-949	-232	803	1,035 (6,12)
Net	\$0	\$0	\$0	\$0	\$0	\$0
<b>Inn at Virginia Tech/Skelton Conf. Center</b>						
Revenues	\$6,975	\$7,010	\$-35	\$10,191	\$9,186	\$-1,005 (13)
Expenses	-7,462	-7,601	139	-10,088	-9,333	755 (6,13)
Reserve Drawdown (Deposit)	487	591	-104	-103	147	250 (6,13)
Net	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Enterprise Functions</b>						
Revenues	\$5,973	\$5,888	\$85	\$6,291	\$6,567	\$276 (14)
Expenses	-3,462	-3,558	96	-5,330	-6,052	-722 (6,14)
Reserve Drawdown (Deposit)	-2,511	-2,330	-181	-961	-515	446 (6,14)
Net	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL AUXILIARIES</b>						
Revenues	\$184,850	\$185,206	\$-356	\$204,637	\$215,613	\$10,976
Expenses	-146,331	-150,049	3,718	-193,748	-212,345	-18,597
Reserve Drawdown (Deposit)	-38,519	-35,157	-3,362	-10,889	-3,268	7,621
Net	\$0	\$0	\$0	\$0	\$0	\$0

**Educational and General Projects**

1. The project total budget reflects the appropriation available for fiscal year 2009. The annual budget is the target amount needed to meet or exceed the state's 85 percent biennial performance requirement.
2. Blanket Authorizations allow unforeseen small projects to be authorized administratively with nongeneral funds for expediency. This project includes a \$3.5 million authorization to initiate planning for a Sciences Research and Academic Building to expedite the project. The annual budget was adjusted in the first quarter to reflect the continuance of the project under the blanket authorization while pre-planning activities are on-going.
3. This project addresses the improvement of campus heating infrastructure needed to accommodate current and future campus buildings. The project will be accomplished in multiple phases. Phases for the steam distribution upgrades, boiler upgrades, and plant upgrades are complete. The life science steam line is out for bids, and the emergency generator is pending.
4. This Critical Technologies Research Laboratory building project is envisioned to construct a 42,000 gross square foot state-of-the-art research facility that will support multidisciplinary research. A Guaranteed Maximum Price (GMP) contract is expected by May 2009 with a project completion date of fall 2010. The annual budget was adjusted in the first quarter to reflect a delay in expenditures during the re-design.
5. This project is envisioned to construct a 16,300 gross square foot high containment research laboratory facility for the study of infectious diseases. Working drawings are underway with bids expected by August 2009.
6. The purpose of this project is to construct a 48,000 gross square foot building along the campus perimeter to house various administrative and academic support functions in a central location. The project is on hold.
7. This project includes a new Visitors and Undergraduate Admissions Center at the Prices Fork entrance to the university near the new Alumni Center. Working drawings are underway with construction bids expected by October 2009.
8. This project will construct a 7,500 gross square foot building to provide a central location for the management, storage, and eventual disposal of hazardous materials that are products of the academic program. Working drawings are underway with bids expected by July 2009.
9. The project includes construction of the originally designed classroom addition at the Hampton Roads Center, which was removed from the 2003 Hampton Roads project due to cost constraints. Construction is complete, and the project will be closed when final payments are processed. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.
10. This project encompasses planning of a 63,000 gross square foot facility on the north side of campus to house dining and instructional space. The project is at the end of schematic design. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.
11. This project comprises planning of a 50,000 square foot addition to the VBI facility to provide office, meeting, and conference space for VBI faculty, research, and support personnel. Working drawings are nearly complete and construction is on hold pending the outcome of external funding and associated program space requirements.
12. This project is for planning of a 35,000 gross square foot facility to house the public safety programs of the police department, rescue squad, and emergency management. The original purpose of the planning project was to expedite the project schedule in the event the state funded the university's 2008 General Assembly request. The state did not fund the project; thus, the planning is on hold and the project may be closed at the end of the fiscal year.
13. This project encompasses planning of a multipurpose laboratory building for agricultural research conducted by the Southern Piedmont Agricultural Research and Extension Center (SPAREC). The sources of funding include a grant from the Tobacco Indemnification and Community Revitalization Commission and partial matching from proceeds derived from timber sales. The planning work is nearly complete and a request for the construction phase depends on the college securing sufficient grant and/or private donations to fully fund the project. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.
14. This project includes construction of an approximately 155,000 square foot medical school and research laboratory building to be built in the Riverside Center in Roanoke on land owned by Carilion. The project is being implemented under a Public-Private Education Facilities and Infrastructure Act ("PPEA") agreement with a target completion date of August 2010. The annual budget was adjusted in the first quarter to reflect revised cash outflows from the private partner for fiscal year 2009.
15. This project authorization includes a 92,300 gross square foot scientific laboratory facility to support interdisciplinary science focused on geosciences programs. The building envisions state-of-the-art undergraduate class laboratories, research laboratories, and graduate student space. The project is in the preliminary programming phase with design contract negotiation underway. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.
16. This project will plan the first phase of the renovation of Davidson Hall, which is envisioned to raze and fully replace the unrecoverable center and north section of the building. The project is in the preliminary design phase.
17. This project will plan a central chiller plant facility in the southwest section of campus as part of a strategy to increase the efficiency of campus cooling systems and to serve new buildings coming on line in the area. Pre-planning and programming are underway. The annual budget was adjusted to reflect revised cash outflows for fiscal year 2009.
18. This project will plan the construction of a laboratory building to provide expanded, modern research space to meet the needs of animal and plant science research by the Agricultural Experiment Station in the College of Agriculture and Life Sciences. The project is in the schematic design phase.
19. This project is for pre-planning and programming services in preparation for the construction of a classroom and laboratory facility for undergraduate and research programs in the College of Engineering.
20. In accordance with the University Master Plan, this project authorizes the purchase of a 0.1125 acre parcel of property from the Virginia Tech Foundation for a total cost of approximately \$120,000. The property is located at the corner of Old Turner and Stanger Streets and completion of the transaction is expected this fiscal year.
21. This project is for planning for the relocation of the non-lactating herd from the Main Campus to the Kentland Farm location. The project was authorized by the Board of Visitors at the March 2009 meeting.

**2002 General Obligation Bond Program**

22. The project is complete and will be closed when final payments for pending equipment purchases are processed. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.



**CAPITAL OUTLAY PROJECTS  
AUTHORIZED AS OF MARCH 31, 2009**

Dollars in Thousands

	CURRENT YEAR			TOTAL PROJECT BUDGET					
	ORIGINAL ANNUAL BUDGET	REVISED ANNUAL BUDGET	YTD EXPENSES	STATE SUPPORT	GENERAL OBLIGATION BOND	NONGENERAL FUND	REVENUE BOND	TOTAL BUDGET	CUMULATIVE EXPENSES
<b>Educational and General Projects</b>									
Maintenance Reserve	7,605	7,605	2,647	8,221	0	0	0	8,221	2,647 (1)
Blanket Authorizations	0	500	33	0	0	4,643	0	4,643	138 (2)
Upgrade Campus Heating Plant	10,000	10,000	5,022	17,250	0	2,750	11,500	31,500	15,891 (3)
Institute for Critical Technology and Applied Science II	6,000	1,700	1,071	13,519	0	0	17,500	31,019	2,435 (4)
Infectious Disease Research Facility	1,000	1,000	345	3,137	0	6,163	0	9,300	444 (5)
Administrative Services Building	400	0	0	0	0	0	12,000	12,000	0 (6)
Visitors and Undergraduate Admissions Center	600	600	358	0	0	3,400	7,100	10,500	358 (7)
Materials Management Facility	500	500	288	3,500	0	0	0	3,500	324 (8)
Hampton Roads Extension Center Classroom	300	458	447	500	0	0	0	500	489 (9)
Planning: Academic and Student Affairs Building	1,500	1,000	370	0	0	0	2,720	2,720	660 (10)
Planning: VBI Addition Facility	1,700	1,700	1,008	0	0	0	2,400	2,400	1,256 (11)
Planning: Public Safety Building	0	0	0	0	0	1,600	0	1,600	0 (12)
Planning: Southern Piedmont AREC Laboratory	187	269	226	0	0	375	0	375	331 (13)
VT-Carilion School of Medicine and Research Institute	35,000	17,000	5,198	59,000	0	0	0	59,000	5,198 (14)
Sciences Building Laboratory I	1,500	0	0	28,758	0	0	16,800	45,558	0 (15)
Planning: Renovate Davidson Hall	850	850	374	1,506	0	0	0	1,506	374 (16)
Planning: Chiller Plant, Phase I	250	480	5	480	0	0	0	480	5 (17)
Planning: Human & Agricultural Biosciences Bldg. I	800	800	413	2,040	0	0	0	2,040	413 (18)
Pre-Planning: Signature Engineering Building	250	250	70	250	0	0	0	250	70 (19)
Stanger Street Property Acquisition	0	120	4	0	0	120	0	120	4 (20)
Planning: Relocation of Agriculture Programs	0	0	0	0	0	500	0	500	0 (21)
<b>TOTAL</b>	<b>68,442</b>	<b>44,832</b>	<b>17,879</b>	<b>138,161</b>	<b>0</b>	<b>19,551</b>	<b>70,020</b>	<b>227,732</b>	<b>31,037</b>
<b>2002 General Obligation Bond Program</b>									
Life Sciences I	2,304	2,983	1,456	4,987	26,263	0	8,750	40,000	38,473 (22)
Bishop-Favrao Hall	337	522	326	1,048	2,500	6,048	0	9,596	9,102 (23)
Classroom Improvements, Phase I	1,259	1,492	1,004	2,740	4,530	0	0	7,270	6,782 (24)
Cowgill Hall HVAC and Power	2,261	3,019	1,958	3,825	7,500	0	0	11,325	9,406 (25)
Litton-Reaves Hall Exterior Repairs	404	616	498	1,630	2,500	0	0	4,130	4,012 (26)
Henderson Hall	8,000	10,000	8,546	7,333	6,542	4,683	0	18,558	10,795 (27)
Performing Arts Center	1,000	1,000	0	0	0	5,000	58,000	63,000	0 (28)
Agnew Hall Renovation	786	940	809	0	1,863	113	0	1,976	1,845 (29)
Inst. for Critical Technology and Applied Science, Ph I	6,409	6,132	5,041	9,994	13,996	6,989	17,000	47,979	44,899 (30)
<b>TOTAL</b>	<b>22,759</b>	<b>26,704</b>	<b>19,636</b>	<b>31,557</b>	<b>65,694</b>	<b>22,833</b>	<b>83,750</b>	<b>203,834</b>	<b>125,313</b>

23. The project is complete and will be closed when final payments are processed, with an expected total cost of \$9.298 million. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.
24. The project is complete and will be closed when final payments for pending equipment purchases are processed. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.
25. The project is complete and will be closed when final payments are processed, with an expected total cost of \$10,468,000. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.
26. Construction is complete and the project will be closed when final payments are processed. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.
27. This project will renovate Henderson Hall and construct an experimental theater to house art programs. Construction is underway, with occupancy expected by fall 2009. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.
28. This project is envisioned to construct a state-of-the-art performance theatre. Schematic design is nearly complete.
29. The project is complete and will be closed when final payments are processed. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.
30. This project will build a state-of-the-art, multidisciplinary research laboratory. The project is complete and will be closed when final payments are processed, with an expected total cost of \$45,990,000. The annual budget was decreased because expenses expected in fiscal year 2009 were invoiced in fiscal year 2008.

#### **Auxiliary Enterprises Projects**

1. Projects are scheduled and funded by the auxiliary enterprises during the annual Auxiliary Enterprise Budgeting Process. The annual budget reflects the finalized budget amount for fiscal year 2009.
2. This authorization includes two active sub-projects: 1) construction of a parking lot on Chicken Hill with an estimated total cost of \$1,600,000, and 2) the pre-planning for the parking structure project with a cost of \$356,000. Both sub-projects are complete and will be closed when final payments are processed. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009. The authorization balance may be used to complete future improvements and repair projects for the parking system.
3. The project is complete and will be closed when final payments have been processed, with an expected total cost of \$54.02 million. The annual budget was adjusted in the third quarter to reflect payment of legal expenses for the project.
4. This project includes a new residence hall of approximately 256 beds, along with office space for residential services and judicial affairs. Construction is underway, with occupancy expected by fall 2009.
5. This project includes design and renovation of East and West Ambler Johnston Hall, which is in the Guaranteed Maximum Price contract phase. The total project authorization was adjusted to reflect the \$10 million supplement approved by the Board of Visitors at the November 2008 meeting.
6. This project includes 25,000 gross square feet (GSF) of new construction and 2,000 GSF of renovation to address the growing demand for increased student recreational areas. The project is in the working drawing phase.
7. The purpose of this project is to build a new, 120,000 gross square foot field house to increase the availability of indoor training time for football and other athletic programs. The project is on temporary hold to advance the Basketball Practice Facility and the Addition to the Jamerson Center.
8. This project includes planning and construction of a practice facility for the basketball program. Construction is underway with a completion date of fall 2009. The total project cost is expected to be \$21.1 million.
9. This project envisioned a new residence hall of approximately 250 beds. Cost estimates exceed the project budget, and the project is on hold while the university explores potential alternatives. The annual budget was adjusted in the first quarter to reflect revised cash outflows for fiscal year 2009.
10. This first phase of a repair project to address moisture penetration and structural problems in the exterior walls of McComas Hall is complete. Authorization to address the remaining envelope repairs was granted at the November 2008 Board of Visitors meeting and this work is underway. The annual budget was adjusted in the third quarter to reflect revised cash flows for fiscal year 2009.
11. This combined project includes the construction of the originally approved 1,200 space parking structure located on the Prices Fork parking lot and construction of a centralized north chiller plant located in the basement of the parking structure. The university received Board of Visitors approval for a \$30 million parking structure in June 2008 and Board of Visitors approval for a \$3.8 million north chiller plant in March 2009. The actual cost of the parking structure is \$26 million and the chiller plant remains at \$3.8 million; thus, the consolidated total project costs are expected to be about \$30 million. The annual budget was adjusted in the third quarter to reflect the delayed construction date that occurred while the north chiller plant was being designed for inclusion within the parking structure.
12. This project proposes to renovate the dining and food service areas in Owens Hall and to renovate and expand the kitchen and dining area in West End Market to improve the service of the dining centers. The project is in the preliminary design phase.
13. This project envisions a 12,700 gross square foot facility, adjacent to English Baseball Field, to provide storage and indoor practice space for the baseball program. The university received Board of Visitors approval for this \$2.3 million project in August 2008. Construction is underway, with occupancy expected by late summer 2009. The annual budget was adjusted in the third quarter to reflect revised cash outflows for fiscal year 2009.
14. This project envisions a 38,500 gross square foot facility adjacent to the Jamerson Center at the south east corner. The facility provides new locker rooms and training space to support the football program and the Olympic sports programs, and office space for the Athletics program. The university received Board of Visitors approval for this \$18 million project in March 2009. The project is in the design phase.

## Capital Outlay Projects Authorized as of March 31, 2009 (Continued)

Dollars in Thousands

	CURRENT YEAR			TOTAL PROJECT BUDGET					
	ORIGINAL ANNUAL BUDGET	REVISED ANNUAL BUDGET	YTD EXPENSES	STATE SUPPORT	GENERAL OBLIGATION BOND	NONGENERAL FUND	REVENUE BOND	TOTAL BUDGET	CUMULATIVE EXPENSES
Auxiliary Enterprises Projects									
Maintenance Reserve	5,099	5,071	3,071	0	0	8,442	0	8,442	3,071 (1)
Parking Auxiliary Projects	650	1,116	1,033	0	0	79	18,819	18,897	1,873 (2)
Expand Lane Stadium, West Side	253	2	2	0	0	4,962	54,740	59,702	53,297 (3)
New Residence Hall	16,000	16,000	14,540	0	0	953	30,047	31,000	22,120 (4)
Renovate Ambler Johnston Hall	6,010	6,010	2,120	0	0	0	75,000	75,000	3,614 (5)
Recreational, Counseling, Clinical Space	750	750	404	0	0	0	13,000	13,000	485 (6)
Indoor Athletic Training Facility	0	0	0	0	0	0	25,000	25,000	0 (7)
Basketball Practice Facility	15,000	15,000	12,426	0	0	11,700	9,400	21,100	13,603 (8)
New Residence Hall II	0	1	1	0	0	0	27,000	27,000	182 (9)
Repair McComas Hall Exterior Wall Structure	700	2,300	2,046	0	0	0	6,000	6,000	2,046 (10)
Parking Structure & North Chiller Plant	1,000	1,600	1,391	0	0	3,800	30,000	33,800	1,391 (11)
Renovate Owens & West End Market Food Courts	300	300	99	0	0	0	5,000	5,000	99 (12)
Indoor Batting Practice Facility	0	1,000	233	0	0	2,300	0	2,300	233 (13)
Addition to Jamerson Center	0	0	0	0	0	18,000	0	18,000	0 (14)
TOTAL	45,763	49,150	37,364	0	0	50,236	294,005	344,241	102,013
GRAND TOTAL	<u>\$ 136,964</u>	<u>\$ 120,686</u>	<u>\$ 74,880</u>	<u>\$ 169,718</u>	<u>\$ 65,694</u>	<u>\$ 92,620</u>	<u>\$ 447,775</u>	<u>\$ 775,808</u>	<u>\$ 258,364</u>

## RECOMMENDATION:

That the report of income and expenditures for the University Division and the Cooperative Extension/Agricultural Experiment Station Division for the period of July 1, 2008 through March 31, 2009 and the Capital Outlay report be accepted.

June 1, 2009

## **2009-10 Faculty Compensation Plan**

### **FINANCE AND AUDIT COMMITTEE**

**May 1, 2009**

The University continues to use the parameters provided in the “Consolidated Salary Authorization for Faculty Positions in Institutions of Higher Education” document from the Secretary of Education to develop the annual Faculty Compensation Plan. This document defines the qualification criteria for teaching and research faculty and administrative and professional faculty, provides guidance on the authorized salary average for full-time teaching and research faculty positions, and requires a board-approved faculty compensation plan.

In accordance with the most recent Consolidated Salary Authorization, the 2009-10 Faculty Compensation Plan provides information about (1) the promotion and tenure process, (2) the annual evaluation and salary adjustment process for teaching and research faculty, administrative and professional faculty, and special research faculty, (3) salary adjustments within the evaluation period, and (4) the 2009-10 pay structure.

This faculty compensation plan covers only faculty positions. The compensation plan for staff is administered separately by the University administration in accordance with the Board of Visitors’ approval of the University’s Management Agreement, effective July 1, 2006.

#### **Authorized Salary Average**

The authorized salary average applies to all full-time teaching and research positions with the rank of professor, associate professor, assistant professor, instructor, or lecturer that are engaged in teaching and research for 50 percent or more of the time. As noted in the Consolidated Salary Authorization document, “Institutions are expected to award differential salary increases to their faculty based on performance and other circumstances such as promotions, tenure, and changes in responsibility. The net effect of all salary actions should be an average salary that approximates the [authorized] salary average.”

The Commonwealth measures the adequacy of faculty salaries by comparing the institutional average with the averages in a unique benchmark group for each public college and university. The benchmark groups are constructed by matching characteristics of colleges and universities, such as size of the student body, percentage of degrees granted in various disciplines, percentage of graduate degrees conferred, and research activity levels. The General Assembly established an objective in the late 1980s to fund a faculty salary average at all institutions that would approximate the salary average at the 60th percentile in the ranking of salary averages in individual benchmark groups. The State Council of Higher Education (SCHEV) last

reviewed and updated each institution's Faculty Salary Peer Group in 2007. The 2009-10 benchmarking of Virginia Tech's Faculty Salary Average is made using the peer group established in 2007.

The authorized salary average for 2008-09 for Virginia Tech is \$89,215. This places Virginia Tech at the 35th percentile of its peer group for 2008-09. Because the General Assembly did not provide funding for increases in 2009-10, the authorized salary average is projected to remain constant in 2009-10. Attachment A provides a list of the University's peer group and the comparative salary averages for 2008-09.

In November of each year, the University will submit a report to the Board of Visitors concerning the status of the consolidated salary average and the University's standing within its benchmark group.

### **2009-10 Pay Structure**

In accordance with the intent of the Consolidated Salary Authorization, a pay structure for the teaching and research faculty for 2009-10 is presented. Since no raises were awarded in 2008-09 and none are planned for 2009-10, this plan is unchanged from the 2008-09 approved plan and shows the normal entrance rate for each faculty category and the change from the approved compensation rate for each rank.

The salary average for administrative and professional faculty may not exceed the authorized salary average for the teaching and research faculty by more than 35 percent.

### **Promotion, Tenure, and Continued Appointment**

Promotion to a higher rank and appointment with tenure may be granted to faculty members on a regular faculty appointment who have demonstrated outstanding accomplishments in an appropriate combination of instructional, research, outreach, and other professional activities. A current curriculum vitae together with student and peer evaluations of teaching, reprints of publications, evaluations by external reviewers from the same or a related field, and other similar documents comprise a dossier which furnishes the principal basis for promotion and tenure decisions. Faculty members being considered for either promotion or the awarding of tenure will have their dossiers reviewed at three levels: by a departmental committee and the head or chair; by a college committee and the dean; and by a University committee and the Provost.

Each candidate for promotion or tenure will be evaluated in the light of the triple mission of the University: instruction, research, and outreach. Although not all candidates can be expected to have equal levels of commitment or equal responsibilities in each of these missions, a high level of general competence is expected, in recognition of the need for flexibility in the future establishment of priorities in academic programs. Beyond that basic foundation of competence, decisions related to tenure or promotion to associate professor will require evidence of excellence in at least one area.

The University's mission and commitment as a major research institution requires high accomplishment for promotion to professor. Faculty members must demonstrate a high level of competence in an appropriate combination of instruction, outreach, and professional activities relevant to their assignment. Because of the university's mission and commitment as a major research institution, successful candidates for the rank of professor must demonstrate excellence in research, scholarship, or creative achievement, as appropriate for the candidate's discipline and assignment. Promotion to the rank of professor is contingent upon national or international recognition as an outstanding scholar and educator.

In addition to the material contained in this section, the Faculty Handbook provides detailed policies and procedures for the departmental evaluation, the college evaluation, and the university evaluation.

Members of the Library faculty and Cooperative Extension faculty not holding appointments in a collegiate department may be considered for continued appointment or for promotion in faculty rank in recognition of appropriate professional accomplishments. Dossiers of candidates for promotion or continued appointment are submitted to the University Promotion and Continued Appointment Committee for Extra-collegiate Faculty by the relevant dean or director with accompanying recommendation. The recommendations of the Committee are conveyed to the Provost, who makes final recommendations to the President.

The following raises are recommended for promotions to:

Professor	\$4,000
Associate Professor	3,000
Assistant Professor	2,000

For academic-year faculty members who have Research Extended Appointments (10, 11, or 12 month appointments funded by sponsored projects) with salaries adjusted in accordance with formulas in Policy 6200, or for those who have a limited-term appointment as department head or other administrator, the stipend is adjusted by the same conversion rate to preserve its value when the faculty member returns to the academic-year base appointment.

The clinical faculty track provides for long-term, full-time or part-time faculty appointments to individuals whose primary responsibilities are instruction and/or service in a clinical setting, such as veterinary medicine. Tenure cannot be earned in these ranks, and time spent in one of these ranks is not applicable toward probationary tenure-track faculty service. There are four clinical ranks beginning with Clinical Instructor. Those clinical faculty members with outstanding performance may be considered for promotion in rank by the relevant departmental and college promotion and tenure committees, with administrative approval by the Provost.

The following raises are recommended for promotions to:

Clinical Professor	\$4,000
Clinical Associate Professor	3,000
Clinical Assistant Professor	2,000

The professor of practice series provides for short- or long-term, full- or part-time, non-tenure-track faculty appointments for individuals who bring specialized expertise to the instructional programs of the university, thereby complementing the qualifications and contributions of tenure-track faculty. There are three professor of practice ranks, beginning with Assistant Professor of Practice. Tenure will not be awarded at any of these ranks and all service at one of these ranks will be excluded from the probationary period should the faculty member later be appointed to a tenure-track position. Those professor of practice faculty members with outstanding performance may be considered for promotion in rank by the relevant departmental and college promotion and tenure committees, with administrative approval by the Provost.

Professor of Practice	\$4,000
Associate Professor of Practice	3,000

There are three ranks for extension agents – Associate Extension Agent, Extension Agent, and Senior Extension Agent. Criteria for promotion in rank include educational preparation, performance, and professionalism. The Director of Cooperative Extension makes a recommendation to the Provost based on an evaluation of the candidate's dossier and recommendations of the Peer Review Committees, District Director, and Associate Directors of Cooperative Extension.

The following raises are recommended for promotions within Cooperative Extension:

Senior Agent	\$3,000
Agent	2,000

The instructor track provides for full and part-time appointments to individuals whose primary responsibilities are to the undergraduate instructional program. Tenure will not be awarded at any of these ranks and all service at any instructor rank will be excluded from the probationary period should the faculty member later be appointed to a tenure track position. There are three ranks in the series: Instructor, Advanced Instructor, and Senior Instructor. Those instructors with outstanding performance may be considered for promotion in rank by the relevant departmental and college promotion and tenure committees, with administrative approval by the Provost.

The following raises are recommended for promotions to:

Senior Instructor	\$3,000
Advanced Instructor	2,000

At the June meeting each year, the University will submit to the Board of Visitors a report of recommended promotion, tenure, and continued appointment actions for review and approval.

## **Annual Evaluation and Salary Adjustments**

### **Teaching and Research Faculty**

An evaluation of every faculty member's professional performance is held each year. All persons holding non-temporary faculty appointments are asked to prepare a report at the end of each academic year (or other appropriate 12-month period) citing their instructional activities, creative scholarship, and other professional activities and recognitions during the year. Salary recommendations are based upon performance documented in these annual reports, which are reviewed by departmental personnel committees in some cases, by the department head or chair, and the dean.

Salary adjustments are based on merit; they are not automatic. Recommendations for salary adjustments originate with the department head or chair and are reviewed by the dean. At the university level, the dean reviews the salary adjustment recommendations at a formal salary hearing with the President, the Provost, the Chief Financial Officer, and others as needed.

### **Administrative and Professional Faculty**

Administrative and Professional Faculty are comprised of Senior Administrators and Managers and Professionals. Senior Administrators perform work directly related to management of the educational and general activities of the institution at least 50 percent or more of their contractual time, and typically serve in executive leadership roles such as vice president, dean, and assistant or associate vice president or dean. Managers have responsibility for supervision and evaluation of a significant number of staff and/or professional faculty, and budgetary responsibility for their unit or a substantive program. Professionals provide direct service to students, other university constituencies, or clients external to the university as part of the university's missions of learning, discovery, and engagement. Professionals include, but are not limited to extension agents, librarians, coaches, physicians, lawyers, engineers, architects, student or academic affairs professionals, development officers, specialists in public relations, human resources, or information technology, and financial specialists.

Evaluations are based upon standards set by the supervisor with the participation of the faculty member and relate closely to the duties inherent in the functional title and job description of the position. Annually set expectations become one of the important criteria for judging professional job performance in the subsequent year. In addition to maintaining a high level of performance in carrying out their job-related duties and responsibilities, senior administrators and managers and professionals are expected to participate in and provide leadership of departmental, divisional, or university-wide



committees, special university-wide assignments, or similar activity on behalf of important university priorities.

Salary adjustments are based on merit; they are not automatic. Recommendations for salary adjustments originate with the supervisor and are reviewed as appropriate by the department head, dean, and vice president. At the university level, the dean or vice president reviews the salary adjustment recommendations at a formal salary hearing with the President, the Provost, the Chief Financial Officer, and others as needed.

### Special Research Faculty

Special research faculty are those with the titles of research associate, senior research associate, postdoctoral associate, research scientist, senior research scientist, research assistant professor, research associate professor, research professor, project associate, senior project associate, or project director. Special research faculty appointments are intended to promote and expedite the research activities of the University. Tenure cannot be earned in these ranks and service is not applicable toward probationary faculty service.

Each special research faculty member is evaluated and given a merit adjustment on the same schedule for evaluations and raise recommendations as the other faculty groups. Salary adjustments are based on merit; they are not automatic. An annual performance review by the principal investigator and/or department head becomes part of the basis for salary adjustments. Recommendations for salary adjustments originate with the supervisor (usually the principal investigator or the department head or chair) and are reviewed as appropriate by the department head or chair, dean, and Vice President for Research. At the university level, the dean or vice president reviews the salary adjustment recommendations at a formal salary hearing with the President, the Provost, the Chief Financial Officer, and others as needed.

### Other Salary Adjustments

Faculty salary adjustments are normally reviewed and approved by the Board of Visitors in two phases: adjustments for promotion are recommended at the June meeting and adjustments based on performance are recommended at the fall meeting. In addition to this process, it is sometimes necessary to adjust the salaries of specific faculty members at other times during the fiscal year. These adjustments are primarily for changes in duties and responsibilities, for special temporary assignments, for retention or other exceptional needs, and for faculty selected for a different position as part of a search. Adjustments on the anniversary date of appointment for a restricted faculty member may also be approved in lieu of the November raise.

To recognize continued educational attainment, faculty members may receive a base salary adjustment of up to \$3,000 for completion of the doctorate effective upon official certification by the degree-granting institution that all requirements have been met for award of the degree.

The President, Provost, and Chief Financial Officer are authorized to administer the faculty compensation plan during the year and act upon requests for salary adjustments. The President has issued a set of guidelines establishing the parameters for approval of special salary adjustments. By separate resolution, the Board has delegated authority to the President or designee for approval of changes in employment status that do not involve any salary action, salary adjustments made in accordance with existing policies and standard formulas, off-cycle salary adjustments less than 15%, new appointments and salary adjustments for faculty members on restricted contracts, and new appointments of non-tenure track instructional faculty or administrative and professional faculty below the level of senior administrator and their direct reports. The quarterly Personnel Changes Report will reflect those actions of strategic importance to the institution as identified in the resolution.

### **Implementation of the 2009-10 Merit Review and Compensation Process**

Because of the state revenue shortfalls, the General Assembly has not provided funding for base faculty salary increases in 2009-10. Thus, the University will not fund the salary merit process for continuing faculty in 2009-10. The University will make the restoration of merit funding a priority as soon as it is feasible.

Because of the critical nature of faculty compensation, the University is continuing to consider opportunities for one-time compensation actions for faculty. While a strategy has not been identified at this time, management may present such a plan to the Board of Visitors for consideration if an opportunity occurs.

### **RECOMMENDATION:**

That the proposed 2009-10 Faculty Compensation Plan for Teaching and Research, Administrative and Professional, and Special Research Faculty be approved.

June 1, 2009

## Attachment A

## VIRGINIA TECH

## 2008-09 Fiscal Year

<u>Institution</u>	<u>Average Salary</u>	<u>Rank</u>
California, University of (Berkley)	\$116,003	1
Cornell University (Endowed)	114,273	2
Southern California, University of	106,007	3
Rutgers University (New Brunswick)	104,415	4
Maryland, College Park, University of	102,048	5
California, University of (Davis)	98,501	6
Ohio State University	96,567	7
Texas at Austin, University of	96,057	8
SUNY at Buffalo	94,720	9
Stony Brook University	94,080	10
Washington-Seattle, University of	93,951	11
Illinois at Urbana, University of	93,656	12
Minnesota-Twin Cities, University of	93,428	13
Michigan, University of (Ann Arbor)	91,680	14
Michigan State University	90,955	15
Wisconsin, University of (Madison)	90,149	16
<b>Virginia Tech</b>	<b>89,215</b>	<b>17</b>
North Carolina State University	87,474	18
Colorado, University of (Boulder)	86,107	19
Pennsylvania State University	84,954	20
Texas A&M University, Main Campus	84,272	21
Florida, University of	82,998	22
Iowa State University	82,992	23
Pittsburgh, University of (Main Campus)	81,674	24
Purdue University	80,085	25
Missouri, University of (Columbia)	75,266	26
<b>Virginia Tech's Percentile Ranking</b>	<b>35th</b>	

**Attachment B****2009-10 Pay Structure****Virginia Tech**

	<u>9-Month Faculty</u>		<u>12-Month Faculty</u>		<u>Distribution</u>
	<u>Entrance</u>	<u>Change</u>	<u>Entrance</u>	<u>Change</u>	<u>Approximate</u>
					<u>% of Total</u>
					<u>Faculty</u>
					<u>By Rank</u>
Professor	\$76,478	--	\$93,276	--	36%
Associate Professor	58,493	--	70,877	--	29%
Assistant Professor	48,388	--	58,858	--	24%
Instructor	33,913	--	44,124	--	11%

## **Proposed 2009-2010 Operating and Capital Budgets**

### **FINANCE AND AUDIT COMMITTEE**

**May 1, 2009**

The University develops the annual budget as a one year quantification of the University's strategic plan. The strategic plan is the framework for enacting the university's mission. The six-year academic, enrollment, and financial plans previously approved by the Board provide the overarching context for the development of the annual budget.

With the close of the General Assembly session, the University is able to develop its internal budgets for the upcoming fiscal year. Virginia Tech anticipates authorization of \$1.042 billion during 2009-10 to carry out all of its programs, based on the direct appropriations to the University. However, the annual internal budget varies from this external expenditure authorization for several reasons, some of which increase the annual expenditure authority while others reduce the expenditure plans. For example, the Cooperative Extension/Agricultural Experiment Station Division has been assigned incremental nongeneral fund revenue authorization that cannot be utilized because revenue from outside funding sources, such as the federal government, remain level; this authority cannot be internally budgeted unless additional revenue is identified. In addition, the University has positioned external appropriations to accommodate growth in sponsored programs. The University's expenditure authorization will be adjusted during 2009-10 when the State transfers funds to clear the Central Appropriation and distribute the appropriation for federal stimulus funds. Additionally, under the sum sufficient authority granted as part of restructuring, nongeneral fund appropriations may be established as needed.

For 2009-10, the net of these transactions results in an annual internal budget for all operations of approximately \$1.048 billion. This is an increase of \$25.0 million over the original 2008-09 budget. This increase reflects changes in nongeneral fund revenues for 2009-10 as well as actions in the 2009 General Assembly session that will impact the 2009-10 General Fund appropriation as well as the federal support through the American Recovery and Reinvestment Act. The overall change includes a decrease of \$7.2 million attributable to the Educational and General program and \$13.4 million of projected growth in auxiliary enterprises. The General Fund allocation is estimated to be approximately \$236.1 million, a decrease of \$32 million from 2008-09. General Fund revenues will provide \$217.1 million in support for the instructional, research, and extension programs, \$17.7 million for student financial assistance, and \$1.3 million for the Unique Military Activities program. The General Fund appropriation represents 38.5 percent of the Educational and General budget (as compared to 58.6 percent in the 2001-02 budget, prior to the 2002-04 budget reductions), 31.5 percent of the University Division's Educational and General budget (as compared to 53.6 percent in the 2001-02 budget), and 22.5 percent of the total budget.

Schedule 1 displays the proposed operating budgets for 2009-10, by major program and revenue and expense category. Schedule 2 is an expansion of the projected auxiliary operations budgets, categorized by major activity. These schedules display the comparative 2008-09 budget, as approved in June 2008, and the current revised 2008-09 budget as an additional comparison point. This report provides a brief discussion of the changes in the operating budget for each of the major programs.

### **American Recovery and Reinvestment Act Funding**

The federal American Recovery and Reinvestment Act of 2009 (ARRA) was signed into law on February 17, 2009. This federal economic stimulus plan injects \$787 billion into the American economy over the next two years. Virginia will receive approximately \$4.8 billion from the stimulus package. The portion that immediately affects Virginia Tech is Title XIV: the State Fiscal Stabilization Fund. Of the total stimulus to Virginia, \$1.2 billion is directed to help meet critical state budget shortfalls. Of this, \$984 million is directed towards education, 26 percent of which will be used to assist institutions of higher education in Virginia. This will result in approximately \$126 million of aid to higher education in each of fiscal years 2009-10 and 2010-11. Virginia Tech will receive \$17.3 million of the federal stimulus funding for 2009-10.

The 2009-10 operating budget includes the entire \$17.3 million appropriation. The 2009-10 Appropriation Act includes language that requires the State Council of Higher Education for Virginia (SCHEV) and the Director of the Department of Planning and Budget (DPB) to inform the Board of Visitors regarding the requirements of Title XIV of the ARRA. The University has subsequently received guidance from SCHEV and DPB requesting that the institution present the requirements of Title XIV of the ARRA as well as the complete text of the ARRA to its Board of Visitors. In response to this language, the University has included in Attachment A an executive summary of Title XIV as well as a copy of the entire text of Title XIV. The University will include a discussion of the requirements of Title XIV during the review of the 2009-10 operating budgets with the Finance and Audit Committee.

In summary, the University has complied with guidance from Title XIV of the ARRA and the Commonwealth of Virginia in the establishment of 2009-10 tuition and fee rates, the development of the 2009-10 University budget, and in this communication of the requirements of the ARRA to the Board of Visitors. The University will continue to monitor and evaluate guidance from the US Department of Education and the State to ensure that planned actions and uses of the ARRA funds continue to comply with all guidelines.

### **Educational and General**

The University's Educational and General budget will be \$556.8 million in 2009-10. The Educational and General budgets for the University Division (208) and the Cooperative

Extension/Agricultural Experiment Station Division (229) are presented below by source of funding.

	(Dollars in Thousands)		
	208	229	Total
General Fund	\$150,706	\$63,593	\$214,299
Tuition and Fees	285,037	-	285,037
Federal Funds	15,167	13,570	28,737
Other	27,876	876	28,752
Total Educational and General	\$478,786	\$78,039	\$556,825
Percent of Total			
General Fund	31.5%	81.5%	38.5%
Tuition and Fees	59.5%	-	51.1%
Federal Funds	3.2%	17.4%	5.2%
Other	5.8%	1.1%	5.2%
Total Percentage	100.0%	100.0%	100.0%

The year-to-year comparison of the budget in Schedule 1 shows an overall revenue decrease in the Educational and General program of \$7.2 million. The proposed 2009-10 budget is 1.3 percent smaller than the original 2008-09 budget. This decrease results from General Fund reductions being larger than the incremental tuition and fee revenue and federal support. The General Assembly budget includes the \$28.6 million General Fund reduction and the adjustment to General Fund support for fringe benefit rate changes. General Fund support in the University Division decreased by \$31.3 million from the original 2008-09 budget. The percentage of the Educational and General budget for the University Division provided by the General Fund dropped from 37 percent in 2008-09 to 31.5 percent in 2009-10. The 2009-10 tuition and fee budget is \$15.3 million, or 5.7 percent, higher as compared to the original 2008-09 budget. The difference in the tuition and fee budget reflects the increase in the tuition rates, updated enrollment plans, an increase in the allotment of unfunded scholarships to student aid programs, specialized program fees, and adjustments to the other E&G fee budgets, i.e., the academic fee and the technology fee. The revenue from the Capital and Equipment fee will be transferred to the Commonwealth for debt service on new facilities and equipment. All tuition and fee revenues are based on the rates approved by the Executive Committee at the April 23, 2009 meeting.

### **Auxiliary Enterprises**

The total auxiliary revenue will grow 6.5 percent over the original 2008-09 budget in 2009-10, with a significant portion of the increase attributable to growth in Residential and Dining Programs, increased electricity sales for Virginia Tech Electric Service, and an increase in Intercollegiate Athletics activity. This increase includes resources to

cover increased energy costs, escalating food costs in Dining Programs, enhancements to critical student health and counseling services, maintenance of existing facilities, and planning for new facilities.

### **Financial Assistance for Educational and General Programs**

Financial Assistance for Educational and General Programs is comprised of sponsored program activities, the Eminent Scholars program, the Institute for Distance and Distributed Learning (IDDL) Enterprise Fund, and the Commonwealth's General Fund support for the Research Initiative. The most significant activity in this category is externally sponsored research. The General Fund support for the Higher Education Research Initiative was reduced from \$2.8 million to \$2.4 million for Biomedical Research, Biomaterials Engineering, and nanotechnology initiatives. The General Fund support for the statewide Eminent Scholars matching program was reduced, and as a result Virginia Tech's share is expected to decrease by \$192,000. The University anticipates \$16.5 million of growth over 2008-09 due to projected increases in externally sponsored research activities.

### **Student Financial Assistance**

The projected annual budget for the Student Financial Assistance Program includes \$17.7 million in state General Fund support for Undergraduate Scholarships, Graduate Fellowships, Soil Scientist Scholarships, and the Multicultural Academic Opportunity Program in 2009-10, representing a 3.0 percent increase over the original 2008-09 budget. The University's Student Financial Assistance Program also includes \$2.2 million in American Recovery and Reinvestment Act of 2009 (ARRA) funding for 2009-10 to provide a tuition mitigation grant for each in-state undergraduate student to hold their net cost increase to 5 percent.

### **All Other Programs**

The All Other Programs component is comprised of the Unique Military Activities appropriation, surplus property, federal work study program, local funds, and Alumni Affairs. The annual budget for these funds is based on historic trends and projections of activity levels by program managers. These programs are funded by resources that are designated for specific purposes. For All Other Programs, the recommended budget represents a decrease of \$0.4 million or 6.3 percent under the original budget for 2008-09. This change is due primarily to lower than previously budgeted activity in federal work study programs and a reduction in state General Fund support for Unique Military Activities.

### **Planned Change in Reserves**

Existing state requirements, along with the University's budgeting and financial management strategies, generally result in the establishment of breakeven budgets for the major budget components, with the exception of auxiliary enterprises. That is the



case for 2009-10, where only the auxiliary budgets project an increase in the reserves as of June 30, 2010. The projected increase, \$16.7 million, is the result of the intentional rebuilding of reserves in specific auxiliaries where expenditures in prior years for capital projects created the need for restoring the reserves. In other cases, the projected increase in reserves reflects the temporary positive impact of planning activities for new capital projects. The 2009-10 budget for auxiliary enterprises is also designed to ensure the reserve levels remain in compliance with the tenants of bond covenants.

## **Budget Allocations**

The process of finalizing the 2009-10 operating budget allocations for the colleges and major operating units is currently underway. This process will be completed during June 2009 and issued to the University community by the Vice President for Finance and Chief Financial Officer. The Office of Budget and Financial Planning will allocate these budgets to the colleges and vice presidential areas in time for the departments to open the new fiscal year with the allocations in place in the financial system.

## **Capital Outlay Projects**

Virginia Tech's capital outlay program includes projects for the University Division and the Cooperative Extension/Agricultural Experiment Station Division. Initiation of a capital project requires authorization from the state or Board of Visitors of a budget and funding sources. The state authorizes projects supported entirely or partially with General Fund revenues. Under the restructuring legislation and the 2006 Management Agreement between the Commonwealth and the University, the Board of Visitors has the authority to approve capital projects funded entirely with nongeneral fund resources. New state authorized projects are requested as part of the state budget cycle, with authorizations approved in the Appropriation Act or through special action by the Governor. These projects normally become effective and are added to the program at the beginning of a fiscal year. New projects approved by the Board of Visitors become effective upon approval of a university resolution and are reflected on the subsequent Financial Performance Report. Existing capital projects carry forward to the next fiscal year until the projects are closed. Completed projects are closed and removed from the program at the end of a fiscal year.

Schedule 3 shows the total capital authorization by fund source and an estimated annual budget for each capital outlay project that will be active in 2009-10. The program includes only projects appropriated by the state or authorized by the Board of Visitors. Each project for 2009-10 is listed with the total authorization by revenue source, available balance for the fiscal year, estimated budget, and estimated balance at the close of the fiscal year.

The current capital outlay program for 2009-10 (Schedule 3) is comprised of 21 Educational and General projects, 9 General Obligation Bond projects, and 14 Auxiliary Enterprise projects for a total of 44 projects. The projects are in various phases of

design and construction with a life span normally lasting two to four years depending on the size and complexity of the facility. The total capital outlay budget for fiscal year 2010 includes approximately \$790 million of authorizations with an estimated available balance of about \$493 million. Of the available balance, the university plans to spend about \$157 million in 2009-10. Some projects are near completion and may close prior to June 30<sup>th</sup>. Projects that close will be removed from the Financial Performance Report for fiscal year 2010 with minimal impact on the planned expenditure level for 2009-10.

The revenues to support capital outlay expenses are a mix of state support, university supported debt, and self-generated resources. When projects have multiple sources of funding, the university generally utilizes the resources in the following order: state support, bond proceeds, and then nongeneral funds. This order allows the most effective use of the university's nongeneral fund resources.

### **RECOMMENDATION:**

That the proposed 2009-10 operating and capital budgets, as displayed on Schedules 1, 2, and 3, be approved.

June 1, 2009

**TOTAL OPERATING BUDGET FOR VIRGINIA TECH**Fiscal Year 2009-10  
(Dollars in Thousands)

	2008-09 Original Budget	2008-09 Adjusted Budget	2009-10 Recommended Budget
<b><u>Revenues</u></b>			
Educational and General			
University Division			
General Fund	\$178,492	\$169,067	\$150,706
Tuition and Fees	269,681	280,978	285,037
Federal Funds (ARRA)	0	0	15,167
All Other Income	33,967	29,820	27,876
Subtotal	482,140	479,865	478,786
CE/AES Division			
General Fund	67,133	64,192	63,593
Federal Funds	13,915	18,200	13,570
All Other Income	851	946	876
Subtotal	81,899	83,338	78,039
Total Educational and General	564,039	563,203	556,825
Auxiliary Enterprises	204,637	215,613	218,015
Financial Assistance for E&G Programs (a)			
General Fund	3,701	3,545	2,774
Nongeneral Fund	227,974	227,974	245,425
Total	231,675	231,519	248,199
Student Financial Assistance			
General Fund	17,151	17,271	17,661
Federal Funds (ARRA)	0	0	2,155
Total	17,151	17,271	19,816
All Other Programs (b)			
General Fund (UMA)	1,570	1,491	1,334
Nongeneral Fund	4,518	4,537	4,372
Total	6,088	6,028	5,706
Total	\$1,023,590	\$1,033,634	\$1,048,561
<b><u>Expense</u></b>			
Educational and General			
University Division	\$482,140	\$479,865	\$478,786
CE/AES Division	81,899	83,338	78,039
Subtotal	564,039	563,203	556,825
Auxiliary Enterprises	193,748	212,345	201,288
Financial Assistance for E&G Programs (a)	231,675	231,519	248,199
Student Financial Assistance	17,151	17,278	19,816
All Other Programs (b)	6,088	6,397	5,706
Total	\$1,012,701	\$1,030,742	\$1,031,834
<b><u>Planned Change in Reserve</u></b>			
Reserve Drawdown/(Deposit) (c)	(10,889)	(2,892)	(16,727)
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

- (a) Financial Assistance for E&G Programs includes Sponsored Programs, the Eminent Scholars Program, and General Fund Research Initiative.
- (b) All Other Programs include Unique Military Activities, Surplus Property, Local Funds, Federal Work Study, and Alumni Affairs.
- (c) Reserve contributions are based on the budget plans of Auxiliary Enterprise units, Surplus Property and Student Financial Assistance.

**TOTAL OPERATING BUDGETS FOR AUXILIARY ENTERPRISES**  
**Fiscal Year 2009-10**  
**(Dollars in Thousands)**

	2008-09 Original Budget	2008-09 Adjusted Budget	2009-10 Recommended Budget
<b>Residence and Dining Hall System</b>			
Revenues	\$69,520	\$73,062	\$75,375
Expenses	-64,754	-69,548	-67,970
Reserve Drawdown (Addition)	-4,766	-3,514	-7,404
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Parking and Transportation</b>			
Revenues	\$6,202	\$6,202	\$6,131
Expenses	-5,726	-6,522	-5,924
Reserve Drawdown (Addition)	-476	320	-207
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Telecommunications Services</b>			
Revenues	\$17,190	\$17,677	\$15,539
Expenses	-17,463	-18,156	-15,460
Reserve Drawdown (Addition)	273	479	-79
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>University Services System</b>			
Revenues	\$26,468	\$26,579	\$28,070
Expenses	-23,832	-25,620	-26,029
Reserve Drawdown (Addition)	-2,636	-959	-2,041
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Intercollegiate Athletics</b>			
Revenues	\$44,284	\$48,682	\$47,425
Expenses	-42,297	-48,653	-42,282
Reserve Drawdown (Addition)	-1,987	-29	-5,143
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Electric Service System</b>			
Revenues	\$24,490	\$27,658	\$29,199
Expenses	-24,258	-28,461	-28,396
Reserve Drawdown (Addition)	-232	803	-803
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Inn at Virginia Tech and Skelton Conference Center</b>			
Revenues	\$10,191	\$9,186	\$9,350
Expenses	-10,088	-9,333	-9,279
Reserve Drawdown (Addition)	-103	147	-71
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>Other Enterprise Functions</b>			
Revenues	\$6,291	\$6,567	\$6,926
Expenses	-5,330	-6,052	-5,948
Reserve Drawdown (Addition)	-961	-515	-978
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>			
Revenues	\$204,637	\$215,613	\$218,015
Expenses	-193,748	-212,345	-201,288
Reserve Drawdown (Addition)	-10,889	-3,268	-16,727
Net	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>

## EDUCATIONAL AND GENERAL CAPITAL PROJECT AUTHORIZATIONS FOR FISCAL YEAR 2010

(Dollars in Thousands)

as of April 30, 2009

	TOTAL PROJECT AUTHORIZATION					ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
	STATE	GENERAL	NONGENERAL	AGENCY	TOTAL	TOTAL	BALANCE	ANNUAL	BALANCE
	SUPPORT	OBLIGATION	FUND	DEBT		EXPENSES	AVAILABLE	BUDGET	AT CLOSE
		BONDS				June 30, 2009	FOR FY2010	FY2010	OF FY2010
<u>Educational and General Projects</u>									
Maintenance Reserve	\$ 16,900	\$ 0	\$ 0	\$ 0	\$ 16,900	\$ 4,100	\$ 12,800	\$ 10,265	\$ 2,535
Blanket Authorizations	0	0	4,643	0	4,643	250	4,393	0	4,393
Upgrade Campus Heating Plant	17,250	0	2,750	11,500	31,500	21,250	10,250	7,500	2,750
Institute for Critical Technology and Applied Science II	17,500	0	0	17,500	35,000	4,200	30,800	12,000	18,800
Infectious Disease Research Facility	3,137	0	6,163	0	9,300	650	8,650	2,000	6,650
Administrative Services Building	0	0	0	12,000	12,000	0	12,000	0	12,000
Visitor and Undergraduate Admissions Center	0	0	3,400	7,100	10,500	550	9,950	2,000	7,950
Materials Management Facility	3,500	0	0	0	3,500	360	3,140	2,445	695
Hampton Roads Extension Center Classroom	500	0	0	0	500	500	0	0	0
Planning: Academic and Student Affairs Building	0	0	0	2,720	2,720	1,200	1,520	1,520	0
Planning: VBI Addition Facility	0	0	0	2,400	2,400	2,400	0	0	0
Planning: Public Safety Building	0	0	1,600	0	1,600	0	1,600	0	1,600
Planning: Southern Piedmont AREC Laboratory	0	0	375	0	375	375	0	0	0
VT-Carilion School of Medicine and Research Institute	59,000	0	0	0	59,000	15,700	43,300	30,000	13,300
Sciences Building Laboratory I	28,758	0	0	16,800	45,558	0	45,558	3,000	42,558
Planning: Renovate Davidson Hall	1,506	0	0	0	1,506	1,000	506	506	0
Planning: Chiller Plant, Phase I	480	0	0	0	480	480	0	0	0
Planning: Human & Agricultural Biosciences Bldg I	2,040	0	0	0	2,040	900	1,140	1,140	0
Planning: Engineering Signature Building	1,350	0	983	0	2,333	250	2,083	2,083	0
Stanger Street Property Acquisition	0	0	120	0	120	120	0	0	0
Planning: Relocation of Agriculture Programs	0	0	500	0	500	0	500	500	0
Total Educational and General Projects	\$ 151,921	\$ 0	\$ 20,534	\$ 70,020	\$ 242,475	\$ 54,285	\$ 188,190	\$ 74,959	\$ 113,231
<u>2002 General Obligation Bond Program</u>									
Life Sciences I	4,987	26,263	0	8,750	40,000	40,000	0	0	0
Bishop-Favrao Hall	1,048	2,500	6,048	0	9,596	9,298	298	0	298
Classroom Improvements, Phase I	2,740	4,530	0	0	7,270	7,270	0	0	0
Cowgill Hall HVAC and Power	3,825	7,500	0	0	11,325	10,468	857	0	857
Litton-Reaves Hall Exterior Repairs	1,630	2,500	0	0	4,130	4,130	0	0	0
Henderson Hall	7,333	6,542	4,683	0	18,558	13,510	5,048	2,812	2,236
Performing Arts Center	0	0	5,000	58,000	63,000	1,113	61,887	5,000	56,887
Agnew Hall Renovation	0	1,863	113	0	1,976	1,976	0	0	0
Institute for Critical Technology and Applied Science I	9,994	13,996	6,989	17,000	47,979	45,990	1,989	0	1,989
Total 2002 General Obligation Bond Program	\$ 31,557	\$ 65,694	\$ 22,833	\$ 83,750	\$ 203,834	\$ 133,755	\$ 70,079	\$ 7,812	\$ 62,267

## AUXILIARY ENTERPRISE CAPITAL PROJECT AUTHORIZATIONS FOR FISCAL YEAR 2010

(Dollars in Thousands)

as of April 30, 2009

	TOTAL PROJECT AUTHORIZATION					ESTIMATED TOTAL EXPENSES June 30, 2009	ESTIMATED BALANCE AVAILABLE FOR FY2010	ESTIMATED ANNUAL BUDGET FY2010	ESTIMATED BALANCE AT CLOSE OF FY2010
	STATE SUPPORT	GENERAL OBLIGATION BONDS	NONGENERAL FUND	AGENCY DEBT	TOTAL				
<u>Auxiliary Enterprises Projects</u>									
Maintenance Reserve	\$ 0	\$ 0	\$ 9,786	\$ 0	\$ 9,786 (a)	\$ 0	\$ 9,786	\$ 5,000	\$ 4,786
Parking Auxiliary Projects	0	0	0	17,219	17,219	1,873	15,346	0	15,346
Expand Lane Stadium, West Side	0	0	4,962	54,740	59,702	53,297	6,405	723	5,682
New Residence Hall	0	0	953	30,047	31,000	24,500	6,500	6,500	0
Renovate Ambler Johnston Hall	0	0	0	75,000	75,000	7,300	67,700	16,776	50,924
Recreational, Counseling, Clinical Space	0	0	0	13,000	13,000	750	12,250	6,863	5,387
Indoor Athletic Training Facility	0	0	0	25,000	25,000	0	25,000	0	25,000
Basketball Practice Facility	0	0	11,700	9,400	21,100	16,000	5,100	4,130	970
New Residence Hall II	0	0	0	27,000	27,000	182	26,818	0	26,818
Repair McComas Hall Exterior Wall Structure	0	0	0	6,000	6,000	2,500	3,500	2,013	1,487
Renovate Owens & West End Market Food Courts	0	0	0	5,000	5,000	300	4,700	2,300	2,400
Parking Structure with North Chiller Plant	0	0	3,800	30,000	33,800	1,500	32,300	16,227	16,073
Indoor Batting Practice Facility	0	0	2,300	0	2,300	1,000	1,300	1,300	0
Football Locker Room	0	0	18,000	0	18,000	0	18,000	12,600	5,400
Total Auxiliary Enterprise Projects	\$ 0	\$ 0	\$ 51,501	\$ 292,406	\$ 343,906	\$ 109,202	\$ 234,705	\$ 74,432	\$ 160,273
 GRAND TOTAL ALL CAPITAL PROJECTS	 \$ 183,478	 \$ 65,694	 \$ 94,868	 \$ 446,176	 \$ 790,215	 \$ 297,242	 \$ 492,974	 \$ 157,203	 \$ 335,771

(a) The total budget shown for the Auxiliary Maintenance Reserve reflects a budget carryforward of \$4.371 million from fiscal year 2009 and an estimated \$5.415 million revenue budget from the auxiliary enterprises for this program for fiscal year 2010.

## Title XIV of the American Recovery and Reinvestment Act of 2009

### FINANCE AND AUDIT COMMITTEE

May 11, 2009

The 2009-10 Appropriation Act includes language that requires the State Council of Higher Education for Virginia (SCHEV) and the Director of the Department of Planning and Budget (DPB) to inform the Board of Visitors regarding the requirements of Title XIV of the federal American Recovery and Reinvestment Act of 2009 (ARRA). In order to comply with the 2009 Acts of Assembly, SCHEV requests that Virginia Tech review Title XIV of the ARRA with the Board of Visitors as there are numerous guidelines and reporting requirements. In response to this language, the University has developed this executive summary of Title XIV and is providing a copy of the entire text of Title XIV.

#### Federal Overview

The ARRA was signed into law on February 17, 2009. This federal economic stimulus plan injects \$787 billion into the American economy over the next two years through public works projects, tax reductions and incentives, and direct aid to states. Based on population and need, Virginia will receive approximately \$4.8 billion from the stimulus package over the next two years. These funds are statutorily directed to Medicaid, workforce development programs, transportation and highway repairs, and community development and other social programs. The portion that immediately affects Virginia Tech is Title XIV: the State Fiscal Stabilization Fund. Of the total stimulus to Virginia, \$1.2 billion is directed to help meet critical state budget shortfalls. Of this, \$984 million is directed towards education, 26 percent of which will be used to assist institutions of higher education in Virginia. This will result in approximately \$126 million of aid to higher education in each of fiscal years 2009-10 and 2010-11. Virginia Tech will receive \$17.3 million of the federal stimulus funding for 2009-10.

The following sections summarize the primary responsibilities of both the state and institutions of higher education under Title XIV:

**Section 14002: State Uses of Funds** covers the permitted uses of stabilization funds by the Governor in terms of the Education Fund and the restoration of state support for education. For higher education, the intention is to restore state support to the level of funding that existed in fiscal year 2008 or 2009, whichever is greater.

**Section 14004: Uses of Funds by Institutions of Higher Education** provides detailed guidelines for public higher education institutions that receive stabilization funds through Title XIV. This section states that in general, a public institution of higher education that receives funds under this Title must use the funds for education and general expenditures and in a way that mitigates the need to raise tuition and fees for in-state students. The funds may also be used for modernization, renovation, or repair of institution of higher education facilities that are primarily used for instruction, research, or student housing, including modernization, renovation,

and repairs that are consistent with a recognized green building rating system. Institutions of higher education are prohibited from using the funds to: increase endowments; maintenance of systems equipment or facilities; modernization, renovation, or repair of stadiums or other facilities primarily used for athletic contests or exhibitions or other events for which admission is charged to the general public or in which a substantial portion of the functions of the facilities are subsumed in a religious mission.

**Section 14005: State Applications** outlines the maintenance of support for public higher education required by states that accept funds under Title XIV. This section stipulates that the state will, in each of fiscal years 2009, 2010, and 2011, maintain state support for public institutions of higher education (not including support for capital projects or for research and development or tuition and fees paid by students) at least at the level of such support in fiscal year 2006.

**Section 14008: State Reports** requires that a state receiving funds under this Title must submit a report to the U.S. Secretary of Education that describes: the tuition and fee increases for in-state students imposed by public institutions of higher education in the state during the period of availability of funds under this title, and a description of any actions taken by the state to limit those increases; the extent to which public institutions of higher education maintained, increased, or decreased enrollment of in-state students, including students eligible for Pell Grants or other need-based financial assistance; and a description of each modernization, renovation and repair project funded, which includes the amounts awarded and project costs.

The U.S. Department of Education has provided the following guidance:

- One of the purposes of the State Fiscal Stabilization Fund program is to help mitigate the need for increases in tuition and fees that in-state students pay to attend public institutions of higher education (IHEs). Thus, consistent with this statutory purpose, a Governor may refuse to award Education Stabilization funds to public IHEs that do not minimize tuition and fee increases for in-state students. Under the ARRA, a Governor may restrict an IHE's use of Education Stabilization funds to expenditures that would help mitigate the need for increases in tuition and fees paid by in-state students.
- The Governor may direct an IHE to submit an application that contains information that he or she may reasonably require, and may restrict the IHE's use of funds to expenditures that would help mitigate the need for increases in tuition and fees paid by in-state students.
- Since a Governor has the discretion to decide how Education Stabilization funds are allocated to public IHEs, the Governor may impose specific eligibility requirements on these institutions, so as to ensure the efficient and effective allocation of funds to meet the intent of the statute.
- For each year of the program, the state will submit a report to the U.S. Secretary of Education, at such time and in such manner as the Secretary may require, that



describes the tuition and fee increases for in-state students imposed by public IHEs and a description of any actions taken by the state to limit the increases.

- Funds may not be spent on new construction.

### **Commonwealth of Virginia Actions**

While the 2009 General Assembly left intact the 15 percent base budget reduction in state support for higher education as proposed in the December 17, 2008 Executive Budget, the state included language in the adopted budget reiterating the intent of the federal ARRA to “mitigate the need to raise tuition on in-state students at public colleges and universities,” and requiring the State Council of Higher Education for Virginia to report to the Governor and the General Assembly any Educational and General program tuition and fee increases at public institutions in Virginia. This information will be part of the federal reporting process on the ARRA.

At this time, the Governor has not issued any specific requirements or restrictions on higher education institutions with regard to use of the Education Stabilization funds. SCHEV has noted in recent communication that as envisioned in the enacted budget, the anticipated ARRA funding directed to Virginia's public higher education institutions is intended to cover educational and general expenditures.

### **Virginia Tech Actions**

Consistent with the intent of this legislation, the University recommended and the Executive Committee approved at its April 23, 2009 meeting the tuition rates that are well below the level projected within the six-year financial plans and the creation of the ARRA Mitigation Grant Program for all in-state undergraduate students in 2009-10 to be supported by a portion of the federal appropriation. Under this program, each in-state undergraduate student will receive a student financial aid grant to mitigate the cost of the tuition and E&G fees in 2009-10 to hold their net cost increase to 5 percent.

The University is also working through the process to program the remaining federal funds in accordance with this most recent federal and state guidance. The University will support expenditures within the Educational and General program and expects to be able to accomplish significant modernization, renovation, and repairs as well as activities in a manner that are consistent with the tuition mitigation program.

### **Summary**

In summary, the University has complied with guidance from Title XIV of the ARRA and the Commonwealth of Virginia in the establishment of 2009-10 tuition and fee rates, the development of the 2009-10 University budget, and in this communication of the requirements of the ARRA to the Board of Visitors. The University will continue to monitor and evaluate guidance from the U.S. Department of Education and the State to ensure that planned actions and uses of the ARRA funds continue to comply with all guidelines.

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Act on health insurance premiums, overall health care costs, adoption of electronic health records by providers, and reduction in medical errors and other quality improvements.

(f) **STUDY.**—The Secretary shall study the definition of “psychotherapy notes” in section 164.501 of title 45, Code of Federal Regulations, with regard to including test data that is related to direct responses, scores, items, forms, protocols, manuals, or other materials that are part of a mental health evaluation, as determined by the mental health professional providing treatment or evaluation in such definitions and may, based on such study, issue regulations to revise such definition.

## **TITLE XIV—STATE FISCAL STABILIZATION FUND**

### **DEPARTMENT OF EDUCATION**

#### **STATE FISCAL STABILIZATION FUND**

For necessary expenses for a State Fiscal Stabilization Fund, \$53,600,000,000, which shall be administered by the Department of Education.

### **GENERAL PROVISIONS—THIS TITLE**

#### **SEC. 14001. ALLOCATIONS.**

(a) **OUTLYING AREAS.**—From the amount appropriated to carry out this title, the Secretary of Education shall first allocate up to one-half of 1 percent to the outlying areas on the basis of their respective needs, as determined by the Secretary, in consultation with the Secretary of the Interior, for activities consistent with this title under such terms and conditions as the Secretary may determine.

(b) **ADMINISTRATION AND OVERSIGHT.**—The Secretary may, in addition, reserve up to \$14,000,000 for administration and oversight of this title, including for program evaluation.

(c) **RESERVATION FOR ADDITIONAL PROGRAMS.**—After reserving funds under subsections (a) and (b), the Secretary shall reserve \$5,000,000,000 for grants under sections 14006 and 14007.

(d) **STATE ALLOCATIONS.**—After carrying out subsections (a), (b), and (c), the Secretary shall allocate the remaining funds made available to carry out this title to the States as follows:

(1) 61 percent on the basis of their relative population of individuals aged 5 through 24.

(2) 39 percent on the basis of their relative total population.

(e) **STATE GRANTS.**—From funds allocated under subsection (d), the Secretary shall make grants to the Governor of each State.

(f) **REALLOCATION.**—The Governor shall return to the Secretary any funds received under subsection (e) that the Governor does not award as subgrants or otherwise commit within two years of receiving such funds, and the Secretary shall reallocate such funds to the remaining States in accordance with subsection (d).

#### **SEC. 14002. STATE USES OF FUNDS.**

(a) **EDUCATION FUND.**—

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(1) IN GENERAL.—For each fiscal year, the Governor shall use 81.8 percent of the State's allocation under section 14001(d) for the support of elementary, secondary, and postsecondary education and, as applicable, early childhood education programs and services.

(2) RESTORING STATE SUPPORT FOR EDUCATION.—

(A) IN GENERAL.—The Governor shall first use the funds described in paragraph (1)—

(i) to provide the amount of funds, through the State's primary elementary and secondary funding formulae, that is needed—

(I) to restore, in each of fiscal years 2009, 2010, and 2011, the level of State support provided through such formulae to the greater of the fiscal year 2008 or fiscal year 2009 level; and

(II) where applicable, to allow existing State formulae increases to support elementary and secondary education for fiscal years 2010 and 2011 to be implemented and allow funding for phasing in State equity and adequacy adjustments, if such increases were enacted pursuant to State law prior to October 1, 2008.

(ii) to provide, in each of fiscal years 2009, 2010, and 2011, the amount of funds to public institutions of higher education in the State that is needed to restore State support for such institutions (excluding tuition and fees paid by students) to the greater of the fiscal year 2008 or fiscal year 2009 level.

(B) SHORTFALL.—If the Governor determines that the amount of funds available under paragraph (1) is insufficient to support, in each of fiscal years 2009, 2010, and 2011, public elementary, secondary, and higher education at the levels described in clauses (i) and (ii) of subparagraph (A), the Governor shall allocate those funds between those clauses in proportion to the relative shortfall in State support for the education sectors described in those clauses.

(C) FISCAL YEAR.—For purposes of this paragraph, the term "fiscal year" shall have the meaning given such term under State law.

(3) SUBGRANTS TO IMPROVE BASIC PROGRAMS OPERATED BY LOCAL EDUCATIONAL AGENCIES.—After carrying out paragraph (2), the Governor shall use any funds remaining under paragraph (1) to provide local educational agencies in the State with subgrants based on their relative shares of funding under part A of title I of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6311 et seq.) for the most recent year for which data are available.

(b) OTHER GOVERNMENT SERVICES.—

(1) IN GENERAL.—The Governor shall use 18.2 percent of the State's allocation under section 14001 for public safety and other government services, which may include assistance for elementary and secondary education and public institutions of higher education, and for modernization, renovation, or repair of public school facilities and institutions of higher education facilities, including modernization, renovation, and repairs that are consistent with a recognized green building rating system.

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(2) AVAILABILITY TO ALL INSTITUTIONS OF HIGHER EDUCATION.—A Governor shall not consider the type or mission of an institution of higher education, and shall consider any institution for funding for modernization, renovation, and repairs within the State that—

(A) qualifies as an institution of higher education, as defined in subsection 14013(3); and

(B) continues to be eligible to participate in the programs under title IV of the Higher Education Act of 1965.

(c) RULE OF CONSTRUCTION.—Nothing in this section shall allow a local educational agency to engage in school modernization, renovation, or repair that is inconsistent with State law.

**SEC. 14003. USES OF FUNDS BY LOCAL EDUCATIONAL AGENCIES.**

(a) IN GENERAL.—A local educational agency that receives funds under this title may use the funds for any activity authorized by the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6301 et seq.) (“ESEA”), the Individuals with Disabilities Education Act (20 U.S.C. 1400 et seq.) (“IDEA”), the Adult and Family Literacy Act (20 U.S.C. 1400 et seq.), or the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.) (“the Perkins Act”) or for modernization, renovation, or repair of public school facilities, including modernization, renovation, and repairs that are consistent with a recognized green building rating system.

(b) PROHIBITION.—A local educational agency may not use funds received under this title for—

(1) payment of maintenance costs;

(2) stadiums or other facilities primarily used for athletic contests or exhibitions or other events for which admission is charged to the general public;

(3) purchase or upgrade of vehicles; or

(4) improvement of stand-alone facilities whose purpose is not the education of children, including central office administration or operations or logistical support facilities.

(c) RULE OF CONSTRUCTION.—Nothing in this section shall allow a local educational agency to engage in school modernization, renovation, or repair that is inconsistent with State law.

**SEC. 14004. USES OF FUNDS BY INSTITUTIONS OF HIGHER EDUCATION.**

(a) IN GENERAL.—A public institution of higher education that receives funds under this title shall use the funds for education and general expenditures, and in such a way as to mitigate the need to raise tuition and fees for in-State students, or for modernization, renovation, or repair of institution of higher education facilities that are primarily used for instruction, research, or student housing, including modernization, renovation, and repairs that are consistent with a recognized green building rating system.

(b) PROHIBITION.—An institution of higher education may not use funds received under this title to increase its endowment.

(c) ADDITIONAL PROHIBITION.—No funds awarded under this title may be used for—

(1) the maintenance of systems, equipment, or facilities;

(2) modernization, renovation, or repair of stadiums or other facilities primarily used for athletic contests or exhibitions or other events for which admission is charged to the general public; or

(3) modernization, renovation, or repair of facilities—

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- (A) used for sectarian instruction or religious worship;
- or
- (B) in which a substantial portion of the functions of the facilities are subsumed in a religious mission.

**SEC. 14005. STATE APPLICATIONS.**

(a) **IN GENERAL.**—The Governor of a State desiring to receive an allocation under section 14001 shall submit an application at such time, in such manner, and containing such information as the Secretary may reasonably require.

(b) **APPLICATION.**—In such application, the Governor shall—

- (1) include the assurances described in subsection (d);
- (2) provide baseline data that demonstrates the State's current status in each of the areas described in such assurances; and
- (3) describe how the State intends to use its allocation, including whether the State will use such allocation to meet maintenance of effort requirements under the ESEA and IDEA and, in such cases, what amount will be used to meet such requirements.

(c) **INCENTIVE GRANT APPLICATION.**—The Governor of a State seeking a grant under section 14006 shall—

- (1) submit an application for consideration;
- (2) describe the status of the State's progress in each of the areas described in subsection (d), and the strategies the State is employing to help ensure that students in the subgroups described in section 1111(b)(2)(C)(v)(II) of the ESEA (20 U.S.C. 6311(b)(2)(C)(v)(II)) who have not met the State's proficiency targets continue making progress toward meeting the State's student academic achievement standards;
- (3) describe the achievement and graduation rates (as described in section 1111(b)(2)(C)(vi) of the ESEA (20 U.S.C. 6311(b)(2)(C)(vi)) and as clarified in section 200.19(b)(1) of title 34, Code of Federal Regulations) of public elementary and secondary school students in the State, and the strategies the State is employing to help ensure that all subgroups of students identified in section 1111(b)(2) of the ESEA (20 U.S.C. 6311(b)(2)) in the State continue making progress toward meeting the State's student academic achievement standards;
- (4) describe how the State would use its grant funding to improve student academic achievement in the State, including how it will allocate the funds to give priority to high-need local educational agencies; and
- (5) include a plan for evaluating the State's progress in closing achievement gaps.

(d) **ASSURANCES.**—An application under subsection (b) shall include the following assurances:

(1) **MAINTENANCE OF EFFORT.**—

(A) **ELEMENTARY AND SECONDARY EDUCATION.**—The State will, in each of fiscal years 2009, 2010, and 2011, maintain State support for elementary and secondary education at least at the level of such support in fiscal year 2006.

(B) **HIGHER EDUCATION.**—The State will, in each of fiscal years 2009, 2010, and 2011, maintain State support for public institutions of higher education (not including support for capital projects or for research and development

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or tuition and fees paid by students) at least at the level of such support in fiscal year 2006.

(2) **ACHIEVING EQUITY IN TEACHER DISTRIBUTION.**—The State will take actions to improve teacher effectiveness and comply with section 1111(b)(8)(C) of the ESEA (20 U.S.C. 6311(b)(8)(C)) in order to address inequities in the distribution of highly qualified teachers between high- and low-poverty schools, and to ensure that low-income and minority children are not taught at higher rates than other children by inexperienced, unqualified, or out-of-field teachers.

(3) **IMPROVING COLLECTION AND USE OF DATA.**—The State will establish a longitudinal data system that includes the elements described in section 6401(e)(2)(D) of the America COMPETES Act (20 U.S.C. 9871).

(4) **STANDARDS AND ASSESSMENTS.**—The State—

(A) will enhance the quality of the academic assessments it administers pursuant to section 1111(b)(3) of the ESEA (20 U.S.C. 6311(b)(3)) through activities such as those described in section 6112(a) of such Act (20 U.S.C. 7301a(a));

(B) will comply with the requirements of paragraphs (3)(C)(ix) and (6) of section 1111(b) of the ESEA (20 U.S.C. 6311(b)) and section 612(a)(16) of the IDEA (20 U.S.C. 1412(a)(16)) related to the inclusion of children with disabilities and limited English proficient students in State assessments, the development of valid and reliable assessments for those students, and the provision of accommodations that enable their participation in State assessments; and

(C) will take steps to improve State academic content standards and student academic achievement standards consistent with section 6401(e)(1)(9)(A)(ii) of the America COMPETES Act.

(5) **SUPPORTING STRUGGLING SCHOOLS.**—The State will ensure compliance with the requirements of section 1116(a)(7)(C)(iv) and section 1116(a)(8)(B) of the ESEA with respect to schools identified under such sections.

**SEC. 14006. STATE INCENTIVE GRANTS.**

(a) **IN GENERAL.**—

(1) **RESERVATION.**—From the total amount reserved under section 14001(c) that is not used for section 14007, the Secretary may reserve up to 1 percent for technical assistance to States to assist them in meeting the objectives of paragraphs (2), (3), (4), and (5) of section 14005(d).

(2) **REMAINDER.**—Of the remaining funds, the Secretary shall, in fiscal year 2010, make grants to States that have made significant progress in meeting the objectives of paragraphs (2), (3), (4), and (5) of section 14005(d).

(b) **BASIS FOR GRANTS.**—The Secretary shall determine which States receive grants under this section, and the amount of those grants, on the basis of information provided in State applications under section 14005 and such other criteria as the Secretary determines appropriate, which may include a State's need for assistance to help meet the objective of paragraphs (2), (3), (4), and (5) of section 14005(d).

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(c) SUBGRANTS TO LOCAL EDUCATIONAL AGENCIES.—Each State receiving a grant under this section shall use at least 50 percent of the grant to provide local educational agencies in the State with subgrants based on their relative shares of funding under part A of title I of the ESEA (20 U.S.C. 6311 et seq.) for the most recent year.

**SEC. 14007. INNOVATION FUND.**

(a) IN GENERAL.—

(1) ELIGIBLE ENTITIES.—For the purposes of this section, the term “eligible entity” means—

(A) a local educational agency; or

(B) a partnership between a nonprofit organization and—

(i) one or more local educational agencies; or

(ii) a consortium of schools.

(2) PROGRAM ESTABLISHED.—From the total amount reserved under section 14001(c), the Secretary may reserve up to \$650,000,000 to establish an Innovation Fund, which shall consist of academic achievement awards that recognize eligible entities that meet the requirements described in subsection (b).

(3) BASIS FOR AWARDS.—The Secretary shall make awards to eligible entities that have made significant gains in closing the achievement gap as described in subsection (b)(1)—

(A) to allow such eligible entities to expand their work and serve as models for best practices;

(B) to allow such eligible entities to work in partnership with the private sector and the philanthropic community; and

(C) to identify and document best practices that can be shared, and taken to scale based on demonstrated success.

(b) ELIGIBILITY.—To be eligible for such an award, an eligible entity shall—

(1) have significantly closed the achievement gaps between groups of students described in section 1111(b)(2) of the ESEA (20 U.S.C. 6311(b)(2));

(2) have exceeded the State’s annual measurable objectives consistent with such section 1111(b)(2) for 2 or more consecutive years or have demonstrated success in significantly increasing student academic achievement for all groups of students described in such section through another measure, such as measures described in section 1111(c)(2) of the ESEA;

(3) have made significant improvement in other areas, such as graduation rates or increased recruitment and placement of high-quality teachers and school leaders, as demonstrated with meaningful data; and

(4) demonstrate that they have established partnerships with the private sector, which may include philanthropic organizations, and that the private sector will provide matching funds in order to help bring results to scale.

(c) SPECIAL RULE.—In the case of an eligible entity that includes a nonprofit organization, the eligible entity shall be considered to have met the eligibility requirements of paragraphs (1), (2), (3) of subsection (b) if such nonprofit organization has a record of meeting such requirements.

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**SEC. 14008. STATE REPORTS.**

For each year of the program under this title, a State receiving funds under this title shall submit a report to the Secretary, at such time and in such manner as the Secretary may require, that describes—

- (1) the uses of funds provided under this title within the State;
- (2) how the State distributed the funds it received under this title;
- (3) the number of jobs that the Governor estimates were saved or created with funds the State received under this title;
- (4) tax increases that the Governor estimates were averted because of the availability of funds from this title;
- (5) the State's progress in reducing inequities in the distribution of highly qualified teachers, in implementing a State longitudinal data system, and in developing and implementing valid and reliable assessments for limited English proficient students and children with disabilities;
- (6) the tuition and fee increases for in-State students imposed by public institutions of higher education in the State during the period of availability of funds under this title, and a description of any actions taken by the State to limit those increases;
- (7) the extent to which public institutions of higher education maintained, increased, or decreased enrollment of in-State students, including students eligible for Pell Grants or other need-based financial assistance; and
- (8) a description of each modernization, renovation and repair project funded, which shall include the amounts awarded and project costs.

**SEC. 14009. EVALUATION.**

The Comptroller General of the United States shall conduct evaluations of the programs under sections 14006 and 14007 which shall include, but not be limited to, the criteria used for the awards made, the States selected for awards, award amounts, how each State used the award received, and the impact of this funding on the progress made toward closing achievement gaps.

**SEC. 14010. SECRETARY'S REPORT TO CONGRESS.**

The Secretary shall submit a report to the Committee on Education and Labor of the House of Representatives, the Committee on Health, Education, Labor, and Pensions of the Senate, and the Committees on Appropriations of the House of Representatives and of the Senate, not less than 6 months following the submission of State reports, that evaluates the information provided in the State reports under section 14008 and the information required by section 14005(b)(3) including State-by-State information.

**SEC. 14011. PROHIBITION ON PROVISION OF CERTAIN ASSISTANCE.**

No recipient of funds under this title shall use such funds to provide financial assistance to students to attend private elementary or secondary schools.

**SEC. 14012. FISCAL RELIEF.**

(a) IN GENERAL.—For the purpose of relieving fiscal burdens on States and local educational agencies that have experienced



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a precipitous decline in financial resources, the Secretary of Education may waive or modify any requirement of this title relating to maintaining fiscal effort.

(b) DURATION.—A waiver or modification under this section shall be for any of fiscal year 2009, fiscal year 2010, or fiscal year 2011, as determined by the Secretary.

(c) CRITERIA.—The Secretary shall not grant a waiver or modification under this section unless the Secretary determines that the State or local educational agency receiving such waiver or modification will not provide for elementary and secondary education, for the fiscal year under consideration, a smaller percentage of the total revenues available to the State or local educational agency than the amount provided for such purpose in the preceding fiscal year.

(d) MAINTENANCE OF EFFORT.—Upon prior approval from the Secretary, a State or local educational agency that receives funds under this title may treat any portion of such funds that is used for elementary, secondary, or postsecondary education as non-Federal funds for the purpose of any requirement to maintain fiscal effort under any other program, including part C of the Individuals with Disabilities Education Act (20 U.S.C. 1431 et seq.), administered by the Secretary.

(e) SUBSEQUENT LEVEL OF EFFORT.—Notwithstanding (d), the level of effort required by a State or local educational agency for the following fiscal year shall not be reduced.

**SEC. 14013. DEFINITIONS.**

Except as otherwise provided in this title, as used in this title—

(1) the terms “elementary education” and “secondary education” have the meaning given such terms under State law;

(2) the term “high-need local educational agency” means a local educational agency—

(A) that serves not fewer than 10,000 children from families with incomes below the poverty line; or

(B) for which not less than 20 percent of the children served by the agency are from families with incomes below the poverty line;

(3) the term “institution of higher education” has the meaning given such term in section 101 of the Higher Education Act of 1965 (20 U.S.C. 1001);

(4) the term “Secretary” means the Secretary of Education;

(5) the term “State” means each of the 50 States, the District of Columbia, and the Commonwealth of Puerto Rico; and

(6) any other term used that is defined in section 9101 of the ESEA (20 U.S.C. 7801) shall have the meaning given the term in such section.

## **TITLE XV—ACCOUNTABILITY AND TRANSPARENCY**

**SEC. 1501. DEFINITIONS.**

In this title:

(1) AGENCY.—The term “agency” has the meaning given under section 551 of title 5, United States Code.

**Student Financial Assistance  
2009-10 General Fund Appropriation**

**FINANCE AND AUDIT COMMITTEE**

**April 21, 2009**

The General Assembly appropriates discretionary financial assistance from the General Fund for students attending state colleges and universities in Virginia. Historically, discretionary financial aid for undergraduates has been distributed based on a formula which incorporates unmet need and the average amount of loan carried by students at each institution. The available funds have been allocated in proportion to the composite of these two factors at the individual institutions of higher education. Money has also been allocated to institutions for graduate fellowships. These funds have been distributed based on a programmatic assessment of institutional justification of funds for this purpose.

For 2008-09, a total of \$17,150,905 was allocated to Virginia Tech for undergraduate and graduate financial assistance. For 2009-10 the University received an additional allocation of \$510,293 for need based awards to undergraduate Virginians. Thus, a total of \$17,661,198 is anticipated to be available for state-supported student financial assistance in 2009-10.

The recommended distribution of the \$17,661,198 appropriation for Scholarships and Fellowships in 2009-10 is shown below.

I. \$11,000 for Soil Scientist Scholarships

These funds are appropriated by the General Assembly in support of up to 20 annual soil scientist scholarships. They provide university fees for Virginia residents majoring in agronomy. In return, recipients agree to work as soil scientists for the State of Virginia for a period equal to the number of years they received the scholarship.

II. \$307,500 for the Multicultural Academic Opportunities Program

These funds are appropriated by the General Assembly for "Scholarships, internships, and graduate assistantships administered by the Multicultural Academic Opportunities Program at the University.... Eligible students must have financial need and participate in an academic support program."

*Presentation Date: June 1, 2009*

III. \$17,342,698 for Scholarships and Fellowships

1. \$4,222,580 for Graduate Fellowships

In 2008-09, \$4,222,580 was approved for graduate fellowships. No additional funding was appropriated for this category in 2009-10. Fellowship awards will be made to graduate students in amounts not to exceed the instructional fees to be paid by the student for the year in which the award is made. Not more than 50 percent of these funds will be awarded to persons who are not eligible to be classified as Virginia domiciliary resident students. Approximately 478 full-time equivalent fellowships can be awarded from this fund in 2009-10.

2. \$13,120,118 for Undergraduate Scholarships

In 2008-09, \$12,609,825 was approved for undergraduate scholarships. An increase of \$510,293 was appropriated for this category for 2009-10. Scholarship awards will be made to Virginia domiciliary residents in amounts not to exceed total University tuition and fees depending on financial need and other sources of financial aid available. Approximately 1,812 full-time equivalent scholarships can be awarded from this fund in 2009-10.

**RECOMMENDATION:**

That the recommended allocations for student financial assistance for the fiscal year 2009-10 be approved.

June 1, 2009

*Presentation Date: June 1, 2009*

## **Hotel Roanoke Conference Center Commission Budget**

### **FINANCE AND AUDIT COMMITTEE**

**April 16, 2009**

The Hotel Roanoke Conference Center Commission was established by resolutions adopted by Virginia Tech on November 18, 1991 and by the City Council of the City of Roanoke, Virginia on April 14, 1992, pursuant to Chapter 440 of the 1991 Acts of Assembly of the Commonwealth of Virginia, adopted March 20, 1991. Section 21 B of the enabling legislation provided that the Commission shall annually prepare and submit to both the City of Roanoke and Virginia Tech (the "Participating Parties") a proposed operating budget showing its estimated revenues and expenses on an accrual basis for the forthcoming fiscal year and if such estimated expenses exceed such estimated revenues, the portion of the deficit proposed to be borne by each Participating Party.

The Commission has adopted and approved its operating budget for the fiscal year 2009-10. Virginia Tech and the City of Roanoke will make equal contributions of \$80,000 to the Commission for fiscal year 2009-10. The recommended budget is shown on the following page.

*Presentation Date: June 1, 2009*

**HOTEL ROANOKE CONFERENCE CENTER COMMISSION**  
**BUDGET**  
**JULY 2009 - JUNE 2010**

**Revenues**

City of Roanoke	\$ 80,000
Virginia Tech	<u>80,000</u>
	<u>\$160,000</u>

**Expenses**

Personal Services for part-time director	\$ 64,100
Professional Fees – legal, audit, insurance consultant	63,100
Technology	2,000
Commission Operations	2,500
FF & E Reserve	<u>28,300</u>
	<u>\$ 160,000</u>

**RECOMMENDATION:**

That the budget for The Hotel Roanoke Conference Center Commission for 2009-2010 be approved.

*Presentation Date: June 1, 2009*

**Virginia Tech-Wake Forest University  
School of Biomedical Engineering and Sciences  
2009-10 Operating Budget**

**FINANCE AND AUDIT COMMITTEE**

**April 10, 2009**

The Board of Visitors of Virginia Tech adopted a resolution that authorized the establishment of the Virginia Tech-Wake Forest University School of Biomedical Engineering and Sciences on August 26, 2002. Subsequently, Virginia Tech and Wake Forest University entered into a collaboration agreement which outlines the relationship and responsibilities of each party. As stated in the collaboration agreement, the annual operating budget for the School of Biomedical Engineering and Sciences requires approval by the governing boards of each university.

The 2009-10 recommended budget for Virginia Tech's contribution to the School of Biomedical Engineering and Sciences is shown on the following page.

**Virginia Tech-Wake Forest University  
School of Biomedical Engineering and Sciences  
2009-10 Operating Budget**

**FINANCE AND AUDIT COMMITTEE**

**April 10, 2009**

**Revenues**

University Allocation	\$ 1,506,467
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**Expenses**

Faculty	\$ 674,128
Staff	163,346
Graduate Students	226,455
Fringes	273,322
Subtotal Personnel Costs	1,337,251
Operating Costs	169,216
Total Expenses	\$ 1,506,467
Net	-

**RECOMMENDATION:**

That the 2009-10 budget for the Virginia Tech - Wake Forest School of Biomedical Engineering and Sciences be approved.

*Presentation Date: June 1, 2009*

**Dormitory and Dining Hall System  
2009-10 Operating Budget**

Attachment M

**FINANCE AND AUDIT COMMITTEE**


**May 1, 2009**

The resolution authorizing and securing the Dormitory and Dining Hall System revenue bonds requires the adoption of an annual budget by the Board of Visitors. The budget presentation to the Board of Visitors provides documentation that the revenues to be received during the fiscal year will be sufficient to meet the operating costs of the System, the principal and interest requirements, and usual expenses of maintenance, repair, and operation.

Subject to approval by the Board of Visitors, the annual budget will be the basis for making payments from the revenue fund to meet the operating costs of the Dormitory and Dining Hall System during the fiscal year. In compliance with Section 5.5, Article V, of the resolution authorizing and securing the Dormitory and Dining Hall System revenue bonds, there is submitted herewith an estimate of the resources to be used for the operation of the Dormitory and Dining Hall System during the fiscal year July 1, 2009 to June 30, 2010 and a recommended budget of current expenses for the System for the same period.

	<u>Dormitories</u>	<u>Dining Halls</u>	<u>Total</u>
<u>Estimated Revenues</u>			
Student Fees	\$29,594,501	\$38,041,730	\$67,636,231
Other Income	2,839,956	4,898,544	7,738,500
Total Resources	<u>\$32,434,457</u>	<u>\$42,940,274</u>	<u>\$75,374,731</u>
 <u>Current Expenses</u>			
Personnel Services	\$8,622,896	\$16,099,405	\$24,722,301
Operations	9,146,295	18,462,288	27,608,583
Administrative Charge	1,377,538	2,721,360	4,098,898
Maintenance Reserve	2,297,748	765,916	3,063,664
Debt Service	7,374,143	1,102,833	8,476,976
Total Expenses	<u>\$28,818,620</u>	<u>\$39,151,802</u>	<u>\$67,970,422</u>
 Reserve Contribution (Draw)	\$3,615,837	\$3,788,472	\$7,404,309
 Net	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>

I certify that in my opinion the estimates of revenues and current expenses for the period July 1, 2009 to June 30, 2010 represent an accurate estimate of the income to be received and current expenses of operating the Dormitory and Dining Hall System for the fiscal year.

  
M. Dwight Shelton, Jr.  
Vice President for Finance and  
Chief Financial Officer

*Presentation Date: June 1, 2009*



**Annual Inspection and Recommendations Concerning  
Dormitory and Dining Hall System**

Attachment M

**FINANCE AND AUDIT COMMITTEE**

**May 1, 2009**

Section 5.4, Article V, of the resolution authorizing and securing the Dormitory and Dining Hall System revenue bonds requires that an inspection be made of the System at least once each year and a report and recommendation be submitted to the Board of Visitors.

An inspection has been made of the System, and it is my opinion that the System has been maintained in good repair, working order, and condition. The following recommendations are made for the fiscal year July 1, 2009 to June 30, 2010:

1. That the necessary minor repairs be made to all equipment and buildings in the System. Funds have been included in the annual budget of current expenses to cover the cost of these items.
2. That the State's all-risk policy which provides protection from loss by fire, lightning, wind, hail, explosion, theft, vandalism, malicious mischief, and other extended coverage be continued. This provides \$1,000,000,000 coverage for any one property occurrence, \$500,000,000 coverage for any one fine arts occurrence and \$1,000,000,000 coverage for any one boiler and machinery occurrence, without any coinsurance and with an effective deductible of \$1,000.
3. That fees, rents, and charges for the next fiscal year are sufficient for the purpose set forth in Section 5.1, Article V, of the resolution.

  
M. Dwight Shelton, Jr.  
Vice President for Finance and  
Chief Financial Officer

**RECOMMENDATION:**

That the recommended budget for the fiscal year July 1, 2009 to June 30, 2010 for the operation of the Dormitory and Dining Hall System and the report of the Annual Inspection be approved.

*Presentation Date: June 1, 2009*

**Electric Service System  
2009-10 Operating Budget**

Attachment M

**FINANCE AND AUDIT COMMITTEE**

**May 1, 2009**

The resolution authorizing and securing the Electric Service System revenue bonds requires the adoption of an annual budget by the Board of Visitors. The budget presentation to the Board of Visitors provides documentation that the revenues to be received during the fiscal year will be sufficient to meet the operating costs of the System, the principal and interest requirements, and usual expenses of maintenance, repair, and operation.

Subject to approval by the Board of Visitors, the annual budget will be the basis for making payments from the revenue fund to meet the operating costs of the Electric Service System during the fiscal year. In compliance with Section 5.5, Article V, of the resolution authorizing and securing the Electric Service System revenue bonds, there is submitted herewith an estimate of the resources to be used for the operation of the Electric Service System during the fiscal year July 1, 2009 to June 30, 2010 and a recommended budget of current expenses for the System for the same period.

Estimated Revenues	
Sales to University Departments	\$17,259,294
All Other Sales	11,762,425
Investment Income	177,108
Total Revenues	<u>\$29,198,827</u>
Current Expenses	
Personnel Services	\$2,152,247
Purchase of Electricity	21,711,050
Operating Expenditures	3,226,910
Capital Maintenance Reserve Projects	300,000
Maintenance, Repairs and Equipment Replacement	544,521
Debt Service	460,840
Total Expenses	<u>\$28,395,568</u>
Reserve Contribution (Drawdown)	\$803,259
Net	<u><u>\$0</u></u>

I certify that in my opinion the estimates of revenues and current expenses for the period July 1, 2009 to June 30, 2010 represent an accurate estimate of the income to be received and current expenses of operating the Electric Service System for the fiscal year.

  
M. Dwight Shelton, Jr.  
Vice President for Finance and  
Chief Financial Officer

*Presentation Date: June 1, 2009*

**Annual Inspection and Recommendations Concerning  
Electric Service System**


**FINANCE AND AUDIT COMMITTEE**

**May 1, 2009**

Section 5.4, Article V, of the resolution authorizing and securing the Electric Service System revenue bonds requires that an inspection be made of the System at least once each year and a report and recommendation be submitted to the Board of Visitors.

An inspection has been made of the System, and it is my opinion that the System has been maintained in good repair, working order, and condition. The following recommendations are made for the fiscal year July 1, 2009 to June 30, 2010:

1. That the necessary minor repairs be made to all equipment and buildings in the System. Funds have been included in the annual budget of current expenses to cover the cost of these items.
2. That the State's all-risk policy which provides protection from loss by fire, lightning, wind, hail, explosion, theft, vandalism, malicious mischief, and other extended coverage be continued. This provides \$1,000,000,000 coverage for any one property occurrence, \$500,000,000 coverage for any one fine arts occurrence and \$1,000,000,000 coverage for any one boiler and machinery occurrence, without any coinsurance and with an effective deductible of \$1,000.
3. That rates and charges for the next fiscal year are sufficient for the purpose set forth in Section 5.1, Article V, of the resolution.



M. Dwight Shelton, Jr.  
Vice President for Finance and  
Chief Financial Officer

**RECOMMENDATION:**

That the recommended budget for the fiscal year July 1, 2009 to June 30, 2010 for the operation of the Electric Service System and the report of the Annual Inspection be approved.

*Presentation Date: June 1, 2009*

**University Services System  
2009-10 Operating Budget**

Attachment M

**FINANCE AND AUDIT COMMITTEE**

**May 1, 2009**

The resolution authorizing and securing the University Services System revenue bonds requires the adoption of an annual budget by the Board of Visitors. The budget presentation to the Board of Visitors provides documentation that the revenues to be received during the fiscal year will be sufficient to meet the operating costs of the System, the principal and interest requirements, and usual expenses of maintenance, repair, and operation.

Subject to approval by the Board of Visitors, the annual budget will be the basis for making payments from the revenue fund to meet the operating costs of the University Services System during the fiscal year. In compliance with Section 5.5, Article V, of the resolution authorizing and securing the University Services System revenue bonds, there is submitted herewith an estimate of the resources to be used for the operation of the University Services System during the fiscal year July 1, 2009 to June 30, 2010 and a recommended budget of current expenses for the System for the same period.

Estimated Revenues

Student Fees	\$25,829,836
Sales and Services	1,877,659
Other Income	<u>362,322</u>
Total Revenues	<u>\$28,069,817</u>


Current Expenses

Personnel Services	\$14,553,305
Operating	5,293,879
Debt Service	2,688,698
Capital Maintenance Reserve	1,021,429
Non-Capital Maintenance Reserve	90,733
Student Organization Allocation	1,261,419
One-Time Expenses	<u>1,120,000</u>
Total Expenditures	<u>\$26,029,463</u>

Reserve Contribution (Drawdown)	\$2,040,354
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Net	<u><u>\$0</u></u>
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I certify that in my opinion the estimates of revenues and current expenses for the period July 1, 2009 to June 30, 2010 represent an accurate estimate of the income to be received and current expenses of operating the University Services System for the fiscal year.

  
M. Dwight Shelton, Jr.  
Vice President for Finance and  
Chief Financial Officer

*Presentation Date: June 1, 2009*

Attachment M

**Annual Inspection and Recommendations Concerning  
University Services System**

**FINANCE AND AUDIT COMMITTEE**

**May 1, 2009**

Article V, Section 5.4, of the resolution authorizing and securing the University Services System revenue bonds requires that an inspection be made of the System at least once each year and a report and recommendation be submitted to the Board of Visitors.

An inspection has been made of the System, and it is my opinion that the System has been maintained in good repair, working order, and condition. The following recommendations are made for the fiscal year July 1, 2009 to June 30, 2010:

1. That the necessary minor repairs be made to all equipment and buildings in the System. Funds have been included in the annual budget of current expenses to cover the cost of these items.
2. That the State's all-risk policy which provides protection from loss by fire, lightning, wind, hail, explosion, theft, vandalism, malicious mischief, and other extended coverage be continued. This provides \$1,000,000,000 coverage for any one property occurrence, \$500,000,000 coverage for any one fine arts occurrence and \$1,000,000,000 coverage for any one boiler and machinery occurrence, without any coinsurance and with an effective deductible of \$1,000.
3. That rates and charges for the next fiscal year are sufficient for the purpose set forth in Section 5.1, Article V, of the resolution.



M. Dwight Shelton, Jr.  
Vice President for Finance and  
Chief Financial Officer

**RECOMMENDATION:**

That the recommended budget for the fiscal year July 1, 2009 to June 30, 2010 for the operation of the University Services System and the report of the Annual Inspection be approved.

*Presentation Date: June 1, 2009*

**Intercollegiate Athletics System  
2009-10 Operating Budget**

Attachment M

**FINANCE AND AUDIT COMMITTEE**

**May 1, 2009**

The resolution authorizing and securing the Athletics System revenue bonds requires the adoption of an annual budget by the Board of Visitors. The budget presentation to the Board of Visitors provides documentation that the revenues to be received during the fiscal year will be sufficient to meet the operating costs of the System, the principal and interest requirements, and usual expenses of maintenance, repair, and operation.

Subject to approval by the Board of Visitors, the annual budget will be the basis for making payments from the revenue fund to meet the operating costs of the Athletics System during the fiscal year. In compliance with Section 5.5, Article V, of the resolution authorizing and securing the Athletics System revenue bonds, there is submitted herewith an estimate of the resources to be used for the operation of the Athletics System during the fiscal year July 1, 2009 to June 30, 2010 and a recommended budget of current expenses for the System for the same period.

Estimated Revenues

Student Fees	\$6,258,783
Sales and Services	38,022,599
Other Income	3,144,081
Total Revenues	<u>\$47,425,463</u>

Current Expenses

Personnel Services	\$17,281,181
Operations	13,852,644
Administrative Charge	2,537,473
Capital Maintenance Reserve	726,650
Maintenance, Repairs, and Equipment Replacement	1,513,458
Debt Service	5,970,774
One-Time Projects	400,000
Total Expenses	<u>\$42,282,180</u>

Reserve Contribution (Drawdown)	\$5,143,283
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Net	<u><u>\$0</u></u>
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I certify that in my opinion the estimates of revenues and current expenses for the period July 1, 2009 to June 30, 2010 represent an accurate estimate of the income to be received and current expenses of operating the Athletics System for the fiscal year.

  
M. Dwight Shelton, Jr.  
Vice President for Finance and  
Chief Financial Officer

*Presentation Date: June 1, 2009*

**Annual Inspection and Recommendations Concerning  
Intercollegiate Athletics System**

Attachment M

**FINANCE AND AUDIT COMMITTEE**

**May 1, 2009**

Section 5.4, Article V, of the resolution authorizing and securing the Athletics System revenue bonds requires that an inspection be made of the System at least once each year and a report and recommendation be submitted to the Board of Visitors.

An inspection has been made of the System, and it is my opinion that the System has been maintained in good repair, working order, and condition. The following recommendations are made for the fiscal year July 1, 2009 to June 30, 2010:

1. That the necessary minor repairs be made to all equipment and buildings in the System. Funds have been included in the annual budget of current expenses to cover the cost of these items.
2. That the State's all-risk policy which provides protection from loss by fire, lightning, wind, hail, explosion, theft, vandalism, malicious mischief, and other extended coverage be continued. This provides \$1,000,000,000 coverage for any one property occurrence, \$500,000,000 coverage for any one fine arts occurrence and \$1,000,000,000 coverage for any one boiler and machinery occurrence, without any coinsurance and with an effective deductible of \$1,000.
3. That rates and charges for the next fiscal year are sufficient for the purpose set forth in Section 5.1, Article V, of the resolution.

  
M. Dwight Shelton, Jr.  
Vice President for Finance and  
Chief Financial Officer

**RECOMMENDATION:**

That the recommended budget for the fiscal year July 1, 2009 to June 30, 2010 for the operation of the Intercollegiate Athletics System and the report of the Annual Inspection be approved.

*Presentation Date: June 1, 2009*

## **Pratt Funds Overview**

### **FINANCE AND AUDIT COMMITTEE**

In 1975, the university received a significant bequest from the estate of Mr. John Lee Pratt of Stafford County, following his death on December 20, 1975. The bequest was divided equally into two distinct parts, one to support Animal Nutrition and one to support the College of Engineering. According to the will, the bequest for Animal Nutrition was to be used to promote the study of animal nutrition by supplementing salaries, providing equipment and materials to be used for experiments in feeding and in the preparation of feeds for livestock and poultry, and publishing and disseminating the research results of the studies. The will provided that the bequest for the College of Engineering should be used to support research and scholarships.

Distributions of the Pratt Estate were received in several installments: \$9,561,819 in 1975, \$1,330,000 in 1977, \$47,000 in 1979, and \$30,164 in 1981, for a total of \$10,968,983. Over the years, the Pratt endowment has grown to \$30.8 million, as of March 31, 2009. The following paragraphs summarize some of the major accomplishments of the College of Engineering and the Animal Nutrition Programs that are directly tied to the funding provided by the Pratt estate.

When the Pratt Endowment was originally established, the College of Engineering was in the early stages of becoming established as a nationally recognized leader in engineering education. The Pratt Endowment has played a significant role over the years in allowing the College to enrich its pool of students and to offer additional international study opportunities to students and faculty. Additionally, the Pratt funds currently allow the College to invest resources in three research areas: biomedical engineering, microelectronics, and energy and advanced vehicles.

Income from the Pratt Endowment provides an unusual opportunity to support an animal nutrition program of high quality. Use of these Endowment earnings have concentrated on enhancing research and educational opportunities beyond what departments could do with state and federal funding. The main funding strategy remains with strong support for Ph.D. training, direct research support, scientific equipment, and visiting professors that stimulate and inspire the faculty and students engaged in nutrition research.



## 2009-2010 PRATT FUND BUDGET PROPOSAL

Pursuant to the spending policy adopted for the Pratt Estate Fund, it is anticipated that additional income of \$1,967,600 will be available for expenditure in FY 2009-2010. Targets of \$977,000 and \$990,600 were given respectively to the College of Engineering and to the Animal Nutrition Programs.

### **College of Engineering**

#### Source of Funds:

Endowment Income	\$977,000
Carryover (estimated)	112,000
Repayment of Endowment Advance	<u>(104,000)</u>
<b>Total Resources</b>	<b><u>\$985,000</u></b>

#### Proposed Expenditures:

Undergraduate Scholarships	\$350,000
Undergraduate Study Abroad Scholarships	25,000
Graduate Study Abroad Scholarships	50,000
Graduate Tuition Scholarships	83,000
Graduate Research Fellowships	318,000
Graduate Recruitment for Research Programs	<u>159,000</u>
<b>Total Proposed Expenditures</b>	<b><u>\$985,000</u></b>

### **Animal Nutrition**

#### Source of Funds:

Endowment Income	\$990,600
Carryover (estimated)	<u>304,540</u>
<b>Total Resources</b>	<b><u>\$1,295,140</u></b>

#### Proposed Expenditures:

Ph.D. and M.S. Fellowship Program	\$650,000
Undergraduate Program Scholarships and Research	150,000
Visiting Scholars and Seminars	24,000
Equipment Purchases and Maintenance	315,140
Nutrition Technicians	150,000
Publication Costs	<u>6,000</u>
<b>Total Proposed Expenditures</b>	<b><u>\$1,295,140</u></b>

### **RECOMMENDATION:**

That the proposed 2009-2010 allocation and use of Pratt Funds be approved.

*Presentation Date: June 1, 2009*

## **University Program to Prevent, Detect, and Mitigate Identity Theft**

### **FINANCE AND AUDIT COMMITTEE**

**April 22, 2009**

#### **Background**

Federal regulations, commonly referred to as the Red Flags Rule, were issued by the Federal Trade Commission and several federal banking agencies in late 2007 under sections 114 and 315 of the Fair and Accurate Credit Transactions Act of 2003 (the Act). These regulations apply to “red flags” or patterns, practices, or specific activities that indicate the possible risk of identity theft. The Red Flags Rule requires financial institutions and creditors (as defined in these regulations) to develop a written program which includes reasonable policies and procedures to identify, detect, and respond to relevant red flags for covered accounts to prevent and mitigate identity theft.

The Red Flags Rule applies to financial institutions and creditors. While it appears that these regulations are primarily intended to reduce the risk of identity theft when consumers conduct business with banks or financial institutions that issue credit cards, the definitions in the regulations are very broad. The regulation specifically requires a review of all “covered accounts” to determine the risk applicable to each account. A “covered account” is defined as an account for personal, family or household purposes that involves or is designed to permit multiple payments or transactions, or any account for which there is a reasonable foreseeable risk to customers or the safety and soundness of the financial institution or creditor from identity theft.

Similar to the Gramm-Leach-Bliley Act, Virginia Tech can be deemed to be a financial institution or creditor subject to the Red Flags Rule because certain business processes within the University extend credit to customers, accept deferred payments, or maintain transaction accounts belonging to a customer. Examples of some of the business activities within the university that make the university subject to this regulation include student loan programs; the deferred tuition payment program; accounts receivables for electric service provided to town customers, veterinary medical services, etc.; and debit cards offered to students, faculty, and staff that are transaction accounts whose balances can be used to pay for goods and services purchased from university departments as well as external vendors.

#### **Governing Board Responsibilities**

The regulations require that the initial plan be approved by the institution’s governing board and permit the board to delegate to a senior administrator the responsibility for oversight, development, implementation, and administration of the program. The attached resolution establishes the program as described below and delegates authority for the oversight, administration, and revision of the program to university administrators.

## Program Description

The University's Program to Prevent, Detect, and Mitigate Identity Theft (the Program) is composed of existing university policies and procedures that are related to identity theft and incident reporting, along with a plan for the development of new policies and procedures in specific areas.

In the Red Flags Rule, the Federal Trade Commission identifies a number of indicators of potential identity theft (i.e., "red flags"). The University created an internal project team to review these red flags and assess how they might apply to university business operations which offer credit or accept deferred payments. These "red flags" fall into several categories:

- 1) Alerts, notifications or warnings from a consumer reporting agency.
- 2) Presentation of suspicious documents, such as an altered or forged identification card.
- 3) Suspicious personal identifying information, such as a fictitious address or telephone number or social security numbers listed on the Social Security Administration's Death Master File.
- 4) Unusual use of or suspicious activity related to an account, such as mail sent to an individual which is repeatedly returned as undeliverable.
- 5) Notification received from customers, law enforcement agencies, or victims of identity theft regarding potential identity theft for accounts at your institution.

The institution already has in place several core existing policies and procedures which address protection of personal and confidential information. These policies and procedures include, but are not limited to:

Policy 1040: *Reporting Suspected Fraudulent Acts*  
 Policy 1060: *Policy on Social Security Numbers*  
 Policy 7000: *Acceptable Use of Computer and Communication Systems*  
 Policy 7010: *Policy for Securing Technology Resources and Services*  
 Policy 7025: *Safeguarding Nonpublic Customer Information*  
 Policy 7100: *Administrative Data Management and Access Policy*  
 Policy 7105: *Policy for Protecting University Information in Digital Form*  
 Policy 7200: *University IT Security Program*

Existing procedures and internal control processes limit the risk of identity theft and are included as part of the university's identity theft prevention program. As described above, some of the "red flags" do not directly correspond to university activities but do need to be considered in the Program. For example, one illustrative example of a red flag included in the Act reads as follows: *Shortly following the notice of a change of address for a covered account, the institution or creditor receives a request for a new, additional, or replacement card or a cell phone, or addition of authorized users on the account.* Existing Hokie Passport Office procedures adequately address such risks for the debit card program. To obtain a replacement card, the cardholder must appear in the Hokie Passport Office with appropriate identification for identity verification. Replacement cards are only issued after this verification process is completed and a fee is paid. The university police are notified if

the documents presented appear suspicious. The procedures also include convenient processes to deactivate lost or stolen cards.

These policies and procedures will continue to be in effect to reduce the risk of identity theft at Virginia Tech. There are also new and proposed policies and procedures to further enhance the institution's compliance with the requirements of the Red Flags Rule. These new and proposed policies and procedures include, but are not limited to, the *Policy for the Prevention, Detection, and Mitigation of Identity Theft* (proposed) which requires relevant University departments to create procedures to:

1. Identify indicators of identity theft ("red flags") that are relevant to the University's operations;
2. Detect identified red flags and respond appropriately to such detected red flags in order to prevent and mitigate identity theft;
3. Educate employees regarding their responsibilities under the Identity Theft Prevention Program;
4. Require vendors that perform activities involving accounts covered by the Red Flags Rule to have equivalent policies and procedures, and to report observed red flags to the University.

Training of employees regarding the program specifics is required, and any outsourcing or subcontracting of operations that would be covered by the program must be monitored to ensure appropriate and effective oversight of these service provider arrangements. The financial institution or creditor must conduct a risk assessment to determine if it has accounts covered by this regulation and must consider the risks related to methods used to open accounts, access such accounts, and its previous experiences with identity theft. The program must be appropriate to the size and complexity of the financial institution or creditor and the nature and scope of their activities.

#### **Delegation of Responsibility for Oversight, Development, Implementation and Administration of the Program**

The Program proposes that the Vice President for Finance and Chief Financial Officer (CFO) and the Vice President for Information Technology and Chief Information Officer (CIO) shall be responsible for the oversight of the Program and may delegate administration of the Program to other appropriate University officials. The CFO and CIO or their designees shall exercise appropriate and effective management of the Program and shall update it periodically to respond to evolving risks of identity theft.

**RESOLUTION ON THE UNIVERSITY PROGRAM TO PREVENT, DETECT,  
AND MITIGATE IDENTITY THEFT**

**WHEREAS**, the Fair and Accurate Credit Transactions Act of 2003, Pub. L. 108-159 and related regulations issued in 2007, commonly referred to as the "Red Flags Rule", require certain financial institutions and creditors with "covered accounts" to prepare, adopt, and implement an identity theft prevention program to identify, detect, respond to and mitigate patterns, practices or specific activities which could indicate identity theft; and

**WHEREAS**, the University maintains certain continuing accounts with student borrowers, utility service customers, and for other purposes which involve multiple payments or transactions, and such accounts are "covered accounts" within the meaning of the Red Flags Rule; and

**WHEREAS**, to comply with the Red Flags Rule, the University has identified existing university policies that safeguard and protect identifying personal information and is adding new policies and procedures as necessary; and

**WHEREAS**, the University has prepared an identity theft prevention program to comply with these regulations as described in the attached report;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors approve the University Program to Prevent, Detect, and Mitigate Identity Theft; and

**BE IT FURTHER RESOLVED**, that oversight of the program is delegated to the Vice President for Finance and Chief Financial Officer and the Vice President for Information Technology and Chief Information Officer; and

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer and the Chief Information Officer are authorized to make appropriate revisions to the Program and further delegate its administration to appropriate University officials.

**RECOMMENDATION:**

That the proposed University Program to Prevent, Detect, and Mitigate Identity Theft be approved.

June 1, 2009

## **DELEGATION OF AUTHORITY FOR SELECTED FACULTY PERSONNEL ACTIONS**

**WHEREAS**, members of the Board of Visitors have expressed interest in focusing the attention of the Board on strategic decisions where their review and approval can be most valuable to the university; and

**WHEREAS**, the rector and committee chairs have encouraged streamlining processes to make best use of technology and efficient use of scarce personnel resources; and

**WHEREAS**, the current format of the quarterly personnel actions report presented to the board at each meeting contains many routine, formulaic, and minor changes in salary and status that have been approved by university officials in accordance with standard guidelines; and

**WHEREAS**, compilation of the report and preparation to discuss these routine actions entails significant staff time and effort; and

**WHEREAS**, streamlining the process would allow the Board to focus on appointments to senior-level administrative positions and tenure-track (or continued appointment-track) faculty positions and significant compensation changes, thereby retaining authority and responsibility for approval of personnel actions with significant or strategic impact on the institution;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors delegates authority to the president or his designee for selected faculty appointment and compensation actions as described in the attachment; and

**BE IT FURTHER RESOLVED** that the Personnel Action Report presented to the Board for ratification contain the actions for the prior quarter, consistent with other financial and business reports prepared for the Board, with the addition of appointments with tenure or to senior-level positions that necessitate advance confirmation.

### **RECOMMENDATION:**

That the Board of Visitors delegates authority and responsibility to the president and/or his designee for selected faculty appointment and compensation actions as described in the attached summary.

June 1, 2009

## **PROPOSED DELEGATION OF AUTHORITY FOR SELECTED FACULTY APPOINTMENTS AND COMPENSATION ACTIONS**

The proposed delegation of authority to the president or his designee for many routine and modest salary adjustments and selected new appointments allows the Board to focus on senior-level administrative appointments and compensation; appointment and promotion of tenure-track or continued appointment-track faculty members who have permanent status with the institution, salary adjustments with more significant financial impact, deferred compensation, and appointment and compensation packages for athletic personnel.

The Board would retain approval (or confirmation) of the following faculty-related personnel actions:

### **Appointment/Promotion Actions:**

- Appointments of instructional and research faculty members on the tenure-track or continued appointment track, including those appointed with tenure (confirmed in quarterly Personnel Action Report)
- Appointments of faculty-ranked athletic personnel (confirmed in quarterly Personnel Action Report)
- Appointments of senior administrators (those with “senior manager” designation such as deans and vice presidents) and their direct reports (confirmed in quarterly Personnel Action Report)
- Appointments of administrative and professional faculty members reporting directly to the president and their direct reports (confirmed in the quarterly Personnel Action Report)
- Appointments to distinguished or endowed professorships (individual resolutions considered by Academic Affairs Committee)
- Appointments to emeritus status (individual resolutions considered by the Academic Affairs Committee)
- Award of tenure or continued appointment and/or promotions in rank as identified in the faculty compensation plan (approval at June BOV)

### **Compensation Actions:**

- Overall compensation plan (approval at June BOV)
- Annual merit adjustments for all faculty members (approval at November BOV, or as determined by state)
- Compensation packages for athletic director and head coaches of revenue-producing sports (considered by the Finance and Audit Committee as needed)
- Off-cycle salary adjustments greater than or equal to 10% for all regular faculty members (confirmed in quarterly Personnel Action Report)
- Off-cycle salary adjustments of any amount for *senior managers* (deans/vice presidents) and *their direct reports* (confirmed in quarterly Personnel Action Report)

- Off-cycle salary adjustments of any amount for administrative and professional faculty reporting directly to the president and their direct reports (confirmed in the quarterly Personnel Action Report)
- Deferred compensation
- Special payments for recruitment or separation
- Decrease in salary for disciplinary action

Through such delegation, the Board would ***no longer*** receive the following actions as part of the quarterly Personnel Action Report:

- Changes in employment status that do NOT involve any salary action, such as “regular” to “restricted” or conversion from staff to faculty
- Salary adjustments made in accordance with existing policies and standard formulas:
  - Academic-year to calendar-year conversions and the reverse
  - Research extended appointments
  - Change in percent employment
  - Addition or deletion of extension unit coordinator supplement
  - Overseas allowance
  - Increase for completing advanced degree
- Off-cycle salary adjustments less than 10%
- New appointments and salary adjustments for faculty members on *restricted contracts*, such as special research faculty
- New appointments of non-tenure track instructional faculty, or administrative and professional faculty below the level of senior manager and their direct reports.



## **Capital Outlay Plan for 2010-2016**

### **JOINT FINANCE AND AUDIT COMMITTEE AND BUILDINGS AND GROUNDS COMMITTEE**

**May 5, 2009**

At its March 2009 meeting, the Board of Visitors considered a recommendation that a list of potential projects for inclusion in the 2010-2016 Capital Outlay Plan be approved and that the University be authorized to develop and submit a final Plan to the state, in accordance with future guidance from the state and based on the projects in the approved list. The recommendation was approved, and the university has proceeded accordingly.

On April 15, 2009, the state issued instructions for the preparation and submission of the 2010-2016 Capital Outlay Plan and capital budget requests. The deadline for submission of the Six Year Plan is June 1, 2009, and it may be sent after the Board closes business at the June meeting. The state instructions for the 2010-2016 Capital Outlay Plan reflect recent changes in the state process for developing capital outlay programs and mark a significant change in the overall capital budget development process. The state has moved to establishing into law a defined list of capital projects covering a forward looking six-year period. The legislated list for the 2009 session and forward looking period is titled Chapter 46, and it includes all of the university's high priority projects from the 2008-2014 Capital Outlay Plan. Under the new program, the state will maintain a shorter list of projects for the forward looking six-year period and will update the list annually, rather than on the prior biennial basis. The annual updates are designed to ensure a managed flow of capital projects based on long-range planning strategies. To this end, the state has moved to a phased approval and appropriation method under which a project is reviewed and approved three times: pre-planning, detail planning, and full funding. Thus, a project may remain on the legislated list for two or three years until it reaches the full funding phase.

In accordance with the state's new program, the university has shifted the presentation of the six-year capital outlay plan from the traditional three biennia format to the format shown on Schedules A, B, and C. This project arrangement positions the University with options to respond to various funding abilities of the state in the future under the new capital program.

- Schedule A shows a list of projects for the 2010 plan update. The proposed list will update the current legislated list when the state replaces Chapter 46 in the 2010 budget session. These projects are in priority order, and the cost estimates reflect escalation to a construction midpoint of 2013.
- Schedule B shows a list of projects that may be used for the annual plan updates for the period 2011 through 2016. The more frequent updates require an established list of capital projects to flow forward as projects on Schedule A are approved for planning and full funding. These projects are in priority order, and the cost estimates reflect 2009 pricing. The cost estimates will be forecast more precisely to reflect the mid-point of construction as projects move to the A list in the future.
- Schedule C shows a list of projects with funding plans based entirely on nongeneral fund resources. Under the restructuring authority and management agreements, the Board of Visitors may authorize these projects as needed to achieve University

objectives. The university will bring forward a resolution for each item on a project-by-project basis. In accordance with the state instructions, these projects are not required for submission to the state.

Projects with nongeneral fund support, including portions of some gift campaigns, are generally financed with debt. Each potential debt financing undergoes a financial feasibility assessment to ensure resources are sufficient to cover the full debt service term without unnecessary financial risk to unit operations. The positioning of debt is further analyzed to ensure the university does not exceed the parameters of the university debt policy which sets a maximum limit of a seven percent ratio of total annual debt service to total operating expenses. While the policy sets a maximum ratio of seven percent, university management traditionally manages debt levels to ratios of approximately five percent as a conservative measure to ensure resource strength is focused on the strategic operations of the institution. The debt ratio for the year ending July 1, 2008 is three and one-eighth percent. For the forward looking six-year period, the projected debt ratio, including implementation of high priority debt issuance items on the capital list, is expected to remain below five percent.

The projects and their arrangement on Schedules A, B, and C are consistent with the programmatic needs established for the planning period and with the strategic plan of the University. In accordance with the state's plan to update the six-year list annually, the university may bring forward list updates for Board of Visitors' review and approval more frequently to stay in front of the state process. A brief description of each capital project for the entire 2010-2016 period is shown on Attachment A.

Beyond the submission of the Six-Year Capital Outlay Plan to the state on June 1, the expected capital process for the 2010 session includes at least six major phases:

- 1) over the summer of 2009, a state appointed Advisory Committee (staffed by several central agencies and offices) will review the university's 2010-2016 plan with potential follow up by the university;
- 2) by October 1, 2009, the Advisory Committee will provide a set of recommendations to update the state's current Plan for the 2010-2016 period to the Governor and Chairmen of the Money Committees;
- 3) on December 18, 2009, the Governor is scheduled to submit the executive budget bill including planning funds and full funding for high priority items in the current plan (2009-2015);
- 4) in January 2010 (by the second day of the regular General Assembly session), the Governor is scheduled to submit a proposed update to the current six-year capital plan for the period covering 2010-2016;
- 5) during the 2010 General Assembly Session, the legislature may amend the proposed update as needed; and
- 6) effective July 1, 2010, the updated 2010-2016 Plan will be in place.

### **Recommendation:**

That the proposed Capital Outlay Plan for the period 2010 through 2016 be approved.

June 1, 2009.

## Schedule A

## Project List for State Six-Year Plan Update in 2010

JOINT FINANCE AND AUDIT COMMITTEE  
AND BUILDINGS AND GROUNDS COMMITTEE

May 5, 2009

Priority	UNIVERSITY DIVISION	Planning Funds Authorized	Estimated Costs in Thousands		
			Projected to Construction Mid-Point ~ 2013		
			General Funds	Nongeneral Funds	Total
1	Maintenance Reserve		\$ 24,000	\$ 11,000	\$ 35,000
2	Davidson Hall Improvements, Phase I	State	31,400		31,400
3	Engineering Signature Building	State	49,957	49,957	99,914 (a)
4	Chiller Plant, Phase I	State	12,060	8,040	20,100
5	Creative Technologies Laboratory		29,000		29,000
6	Classroom Building		46,486		46,486
7	Veterinary Medicine Instruction Addition		12,600	1,400	14,000
8	Davidson Hall Improvements, Phase II		27,191		27,191
9	Liberal Arts Building Renovation		13,211		13,211
10	Lane Hall Renovation/Addition		29,000		29,000
11	Library Collections Facility		6,656		6,656
12	Derring Hall Renovation, Phase I		65,153		65,153
13	Academic and Student Affairs Building	Board	10,000	32,250	42,250
14	Code Compliance and Access		2,811		2,811
<b>TOTAL UNIVERSITY DIVISION</b>			359,525	102,647	462,172
<b>COOPERATIVE EXTENSION/AGRICULTURAL EXPERIMENT STATION DIVISION (229)</b>					
1	Human and Agricultural Biosciences Building, Phases I and II	State	54,275		54,275
2	Kentland Facilities Improvements, Phase I	Board	15,500	5,000	20,500 (b)
<b>TOTAL CE/AES PROJECTS</b>			69,775	5,000	74,775
<b>TOTAL PROJECT COSTS -- 2010 UPDATE</b>			<u>\$ 429,300</u>	<u>\$ 107,647</u>	<u>\$ 536,947</u>

(a) The cost of this project is displayed at the current project estimate as determined by the University. Work is underway to attempt to reduce the total cost of the project. Thus, this project budget may be reduced in subsequent editions of this plan and in submissions to the Commonwealth.

(b) The project costs are preliminary and not yet based on planning work. The university intends to control costs to the maximum extent possible and may be able to infuse nongeneral fund support for a portion of the funding; however, this has not been finalized. Thus, this project budget may be adjusted in subsequent editions of this plan and in submissions to the Commonwealth.

## Schedule B

## Project List for State Six-Year Plan Updates for 2011-2016

JOINT FINANCE AND AUDIT COMMITTEE  
AND BUILDINGS AND GROUNDS COMMITTEE

May 5, 2009

Priority	UNIVERSITY DIVISION	Planning Funds Authorized	Estimated Costs in Thousands		
			Costs Shown in 2009 Dollars		
			General Funds	Nongeneral Funds	Total
1	Price Hall Renovation		\$ 33,200	\$ -	\$ 33,200
2	Randolph Hall Replacement/Renovation		98,250		98,250
3	Myers-Lawson School of Construction, Phases II/III		22,500	22,500	45,000
4	Chiller Plant, Phase II		7,710	5,140	12,850
5	Sandy Hall Renovation		7,400		7,400
6	Classroom Renovations, Phase II		7,150		7,150
7	Translational Research & Medicine Laboratory		44,900	22,450	67,350
8	Computational Sciences Facility		38,500		38,500
9	Undergraduate Science Laboratory Building		58,000		58,000
10	Newman Library Renovation		134,150		134,150
11	Robeson Hall Renovation		39,200		39,200
12	Wood Science Department Building		35,318	6,233	41,550
13	CIMMID Laboratories Replacement		9,650	9,650	19,300
14	Patton Hall Renovation		33,150		33,150
15	Norris Hall Renovation		45,650		45,650
16	Holden Hall Renovation		26,250		26,250
17	Chiller Plant, Phase III		8,790	5,860	14,650
18	Hutcheson/Smyth Halls Renovation		66,250		66,250
19	Thomas Hall Replacement for Academic Programs		20,000		20,000
20	Femoyer Hall Replacement		21,020		21,020
21	Architecture Research Facility		2,288	2,288	4,575
22	Hahn Hall Exhaust Fan Repair		1,950		1,950
	<b>TOTAL UNIVERSITY DIVISION</b>		759,325	74,120	833,445
	<b>COOPERATIVE EXTENSION/AGRICULTURAL EXPERIMENT STATION DIVISION (229)</b>				
1	Kentland Facilities Improvements, Phase II		9,700		9,700
2	Plant Growth Center Laboratory Building		65,775		65,775
3	Eastern Shore Laboratory		1,720		1,720
	<b>TOTAL CE/AES PROJECTS</b>		77,195	-	77,195
	<b>TOTAL OF 2011-2016 UPDATES</b>		<u>\$ 836,520</u>	<u>\$ 74,120</u>	<u>\$ 910,640</u>

## Schedule C

## List of 100 Percent Nongeneral Fund Support Projects for 2010-2016

JOINT FINANCE AND AUDIT COMMITTEE  
AND BUILDINGS AND GROUNDS COMMITTEE

May 5, 2009

*Projects supported entirely with nongeneral funds have stand-alone funding plans and are advanced for Board of Visitors approval as funding is sufficient and other program dependencies permit.*

Project	Planning Funds Authorized	Estimated Costs in Thousands		
		Costs Shown in 2009 Dollars		
		General Funds	Nongeneral Funds	Total
Cadet Residence Halls Renovation			\$ 104,800	\$ 104,800
Inn at Virginia Tech, Phase II			22,600	22,600
Northwest Student Union Facility			48,800	48,800
Oak Lane Commons Building			27,650	27,650
Southern Piedmont AREC Laboratory	Board		3,600	3,600
Technology Infrastructure			25,000	25,000
Virginia Bioinformatics Institute, Phase III	Board		29,600	29,600
VTTI Building III -- Capital Lease			13,900	13,900
<b>TOTAL 100 PERCENT NONGENERAL FUND PROJECTS</b>		<b>\$ -</b>	<b>\$ 275,950</b>	<b>\$ 275,950</b>
<b>TOTAL 2010-2016 CAPITAL OUTLAY PLAN</b>		<b>\$ 1,265,820</b>	<b>\$ 457,717</b>	<b>\$ 1,723,537</b>

**Attachment A****Project Descriptions for 2010-2016 Capital Outlay Plan****JOINT FINANCE AND AUDIT COMMITTEE  
AND BUILDINGS AND GROUNDS COMMITTEE****May 5, 2009****Schedule A: Project List for State Six-Year Plan Update in 2010****University Division****1. Maintenance Reserve**

Since 1982, the Commonwealth has allocated General Fund support for preserving state-owned facilities. The Executive and Legislative Branches have mandated that maintenance reserve requests be the first priority in all capital outlay requests. This program includes individual projects to repair or replace major plant components with costs in the range of \$25,000 to \$1 million. These projects include roof repair or replacement, elevator repair and maintenance, repairs to air-handling systems, heating systems, storm sewers, and water and sewer systems. The funds in this program may not be used for normal operations and maintenance work costing less than \$25,000. In 1994, the University established a parallel Maintenance Reserve program for the auxiliary enterprise facilities funded with enterprise resources.

**2. Davidson Hall Improvements, Phase 1 (Detail planning authorized by the state.)**

This project request has been on the University's plan since 1993, formerly titled Renovation/Addition of Davidson Hall. The state authorized detailed planning funds in 2008 and full funding for the project is a high priority request for this budget cycle. The project originally envisioned renovation of the entire facility; however, the cost of addressing the entire building as a single project was too large. Thus, the University has divided the project into two components that are more reasonable from the state's cost and funding perspective. This project reflects the first component - to raze and fully replace the unrecoverable center and north sections of the existing Davidson Hall facility. The proposed project will restore the level of space needed for the program and will enable students to be optimally trained to move into today's industrial, governmental, and academic laboratories that specialize in nanotechnology, chemical biology, computational chemistry, environmental chemistry, drug discovery, and macromolecular chemistry to serve the commercial and governmental needs of the Commonwealth.

**3. Engineering Signature Building (Detail planning authorized by the state.)**

The state authorized pre-planning funds for the project in 2008, detailed planning funds for the project in 2009, and is included as a priority item for full funding for the 2010 budget cycle. The proposed 160,000 gross square foot facility will address severely deteriorated undergraduate academic space for the College of Engineering through a combination of classrooms, class laboratories, and research laboratories to house a number of

departments and programs in the college. This will be a state-of-the-art instruction facility focused on undergraduates with highly specialized laboratories that will support hands-on, problem solving oriented learning in the engineering disciplines. The project site is on the Prices Fork parking lot, slightly east of the new parking structure.

4. Chiller Plant, Phase I (Detail planning authorized by the state.)

The state authorized detailed planning funds in 2008 and full funding for the project is a high priority request for the 2010 budget cycle. This project has been on the University's plan since 2005 and is the first of a multi-phase strategy to optimize cooling infrastructure by shifting to a high efficiency central plant cooling strategy from individual building chillers. The project request is to construct a central chiller plant building on the southwest area of campus with capacity to hold approximately 12,000-tons of chilling service, install 2,000 tons of chiller output, and install distribution piping.

5. Creative Technologies Laboratory (Planning authorized under Performing Arts Center project.)

This project has been on the University's plan since 2007 and is included as a priority project to provide space for the School of Education's Science Technology Engineering and Mathematics PK-12 Outreach Initiative (VT-STEM). Virginia Tech's solution to establish the facilities necessary to support this initiative is to renovate an existing dining facility, Shultz Hall, which will be vacated when a replacement dining facility is completed. A renovated 55,400 gross square foot Shultz Hall will provide excellent teaching and learning facilities and will be reinforced by the adjacent new state-of-the-art Performance Hall and Visual Arts Gallery. The project is being designed as part of the Creative Arts Center project and full funding for the project is a high priority request for the 2010 budget cycle.

6. Classroom Building

This project has been on the University's plan since 2005 and is included as a high priority to increase the quantity of high quality general assignment classrooms to address the significant unmet demand for class registrations and to meet student expectations of state-of-the-art instruction space. This project includes construction of a target 64,250 gross square foot building with large-size classrooms on the north side of the academic core of campus.

7. Veterinary Medicine Instruction Addition

This project has been on the University's plan since 1993, formerly titled Veterinary Medicine Addition. The project requests authorization to construct an addition to the existing facility of about 32,300 gross square feet of instructional space to provide adequate classrooms, to relieve overcrowding of faculty space, and to accommodate planned hires.

8. Davidson Hall Improvements, Phase II

This project has been on the University's plan since 1993, formerly titled Renovation/Addition of Davidson Hall. This project reflects the second phase of improvements to Davidson Hall and will fully renovate and rehabilitate the interior and exterior of the historic front section of the building.

## 9. Liberal Arts Building Renovation

This project has been on the University's plan since 1993, formerly titled Renovation of Performing Arts Building. This facility will be vacated when the renovation of Henderson Hall is complete providing an optimal opportunity for renovation work. The requested project scope will fully renovate and rehabilitate the interior and exterior of the 19,250 gross square foot building. The building maintenance backlog is high, and these renovations will renew the building to serve as quality academic space in the core of the liberal arts zone of campus.

## 10. Lane Hall Renovation/Addition

Lane Hall was constructed in 1888, includes about 26,500 gross square feet, and has been operated and maintained as a key university landmark. The requested project will fully renovate the interior and exterior of the building. The project will also construct an approximately 15,800 gross square foot addition that will house several new general assignment classroom spaces and instructional spaces supporting the university's Corps of Cadets and the three Reserve Officer Training programs (ROTC).

## 11. Library Collections Facility

The project request is to construct a 5,000 gross square foot addition to the east side of Newman Library to house high-density, self-supporting, heavy-duty storage shelving and an automated, robotic retrieval system capable of handling up to one million volumes. The project will increase the ability to efficiently store and quickly retrieve materials without delay and without additional staff or floor space. This project will also free up library floor space to restore needed student study areas that have been lost to accommodate the growth of critical on-site volume storage.

## 12. Derring Hall Renovation, Phase I

This request is to renovate and modernize the equivalent of about 89,000 gross square feet of the 208,000 gross square feet of the existing building. Derring Hall was constructed in 1969, and the building has not had any major improvements or renovations since the original construction was completed.

## 13. Academic and Student Affairs Building (Detail planning authorized by the Board of Visitors)

The proposed project is an approximately 63,000 gross square foot building including dining services and instructional space located between ICTAS-1 and Randolph Hall. The project is under design through a Board of Visitors authorized planning project, and this request is provided to the state for funding to support the instructional component of the building.

## 14. Code Compliance and Access

The university's health, safety, and accessibility initiative for the campus is an ongoing effort, and the university includes a request for this program in each capital plan. This project request is for authorization and funding to continue progress on needed campus improvements including accessibility improvements, fire alarm systems, and updating



needs assessment and planning that are beyond the scope of the Maintenance Reserve program.

### **Cooperative Extension/Agricultural Experiment Station Division**

1. Human & Agricultural Biosciences Building, Phases I & II (Detail planning authorized by the state.)

The state authorized detailed planning funds in 2008 and full funding for the project is a high priority request for the 2010 budget cycle to provide the Agricultural Experiment Station in the College of Agriculture and Life Sciences expanded modern research space. The total project envisions a 92,300 gross square foot facility with a combination of faculty offices, research offices and laboratories, and graduate student research space that will be used to house a number of research programs in the station. The title carries the designation of Phases I and II in accordance with the state's anticipated two-step process for supporting the project in the state's six-year capital outlay plan.

2. Kentland Facilities Improvements, Phase I

The university is developing a long-term sustainable land-use strategy for agricultural land uses which involves the land and facilities on campus as well as at the Kentland Farm. This strategy may result in a multi-phase relocation of agriculture research and teaching facilities. This project includes improving the facilities at the Kentland Farm to support the appropriate use of these facilities for instructional and research activities. As a part of this strategy the University may relocate the dairy operations (which include approximately 500 cows in the lactating, non-lactating, and bovine palpation herds) from their current campus location.

### **Schedule B: Project List for State Six-Year Plan Updates for 2011-2016**

#### **University Division**

1. Price Hall Renovation

Price Hall was constructed in 1904 and is one of the oldest buildings on the campus. The 56,000 gross square foot building has received no major renovations, upgrades, or improvement projects since the original construction was completed. This project proposes to gut and renovate the entire building for offices, conference/seminar rooms, classrooms, and computer laboratories for departments of the School of Education.

2. Randolph Hall Replacement/Renovation

Randolph Hall was constructed in 1952, with an addition in 1959, and several non-capital, small-scale improvements have occurred over the years. The building includes about 166,000 gross square feet, and the proposed replacement/renovation will modernize the entire facility for engineering departments. The timing of this project is dependent of the completion of the Engineering Signature Building.

### 3. Myers – Lawson School of Construction, Phases II/III

This is a new project on the university's plan envisioned to add a total of 70,000 gross square feet to the current building, Bishop-Favrao Hall, which was completed in 2007. The current building includes 31,600 gross square feet, and these additions would adjust the total to about 100,000 gross square feet.

### 4. Chiller Plant, Phase II

This project is the second of three envisioned phases to establish a central cooling system to transition away from (decommission) existing individual building chillers. A centralized chilled water plant will provide more efficient operations, including energy savings, than stand-alone building specific chillers and cooling towers.

### 5. Sandy Hall Renovation

Sandy Hall was constructed in 1924 and has not had any major improvements or renovations since the original construction. The building includes about 12,400 gross square feet, and the proposed project will fully renovate the interior and exterior building for academic use.

### 6. Classroom Renovation, Phase II

This project supports a key university initiative, the Instructional Development Initiative, by systematically improving general assignment classrooms to support a technology-based educational program. This project plans improvements to 17 medium to large size general assignment classrooms. This project is dependent upon completion of the classroom building.

### 7. Translational Research & Medicine Laboratory

A key component of the University's strategic plan is to advance the University's research program through the development of expanded basic and applied research in the biological and life sciences. The Translational Research & Medicine Laboratory project envisions a 92,300 gross square foot scientific laboratory facility to support the expansion of the life sciences programs and to house a portion of the Center for Infectious Disease (CMMID).

### 8. Computational Sciences Facility

This project will provide permanent space for the computer science program to replace a temporary lease of 45,000 square feet of off-campus space in the corporate research center. The proposed building will provide a highly advanced computing infrastructure with considerable flexibility in its instructional spaces and research laboratories.

### 9. Undergraduate Science Laboratory Building

This project envisions a new facility of 77,000 gross square feet for undergraduate science laboratories, laboratory support services, and office space for faculty in the departments of Biology and Human Nutrition and Foods. The existing laboratory facilities used to deliver

instruction in Derring, Engel, and Wallace Halls are outdated and lack capacity to support the programs.

#### 10. Newman Library Renovation

Newman Library was constructed in 1955, with an addition in 1980, and serves as the central materials storage facility for the entire university. This project request is for the reorganization and modernization of the library to provide a high quality library environment with up-to-date interactive learning formats that serve a 21st century university campus. This project is dependent on completion of the Library Collections Facility.

#### 11. Robeson Hall Renovation

Robeson Hall was constructed in 1960 and there have been no major improvements or renovations since original construction was completed. The building includes about 66,000 gross square feet, and this project proposes a full renovation of the interior and exterior to support the requirements of modern science programs.

#### 12. Wood Science Department Building

This project envisions a new facility of 92,300 gross square feet for science classrooms, laboratories, laboratory support services, and office space for faculty in the Wood Science and Forest Products department. The anticipated site is near the existing Brooks Forest Products Center.

#### 13. CIMMID Laboratories Replacement

This project proposes to replace the antiquated life sciences research laboratories and support facilities currently located at the Center for Molecular Medicine and Infectious Disease (CMMID) complex. The replacement project is envisioned as an approximately 25,000 gross square foot facility located near the existing College of Veterinary Medicine complex.

#### 14. Patton Hall Renovation

Patton Hall was constructed in 1926 and has not had any major renovations or improvements since it went into service. This project proposes to fully renovate the interior and exterior of the 53,000 gross square foot building to support engineering discipline academics for the Mechanical Engineering program in the 21st century.

#### 15. Norris Hall Renovation

Norris Hall was constructed in two phases: the west wing in 1960 and the east wing in 1962. There have been no major building improvements or renovations since the original construction was completed. This project proposes to fully renovate the interior and exterior of the 73,000 gross square foot building to support Engineering Science and Mechanics and a portion of Civil and Environmental Engineering.

#### 16. Holden Hall Renovation

Holden Hall was constructed in 1940 and has not had any major renovations or building improvements since it went into service. This project proposes to fully renovate the interior and exterior of the 42,000 gross square foot building to support the Mining and Minerals Engineering program and the Materials Science and Engineering program.

#### 17. Chiller Plant, Phase III

This project is the final of three envisioned phases to establish a central cooling system to transition away from (decommission) existing individual building chillers. Upon its completion, the university will have a fully integrated cooling system.

#### 18. Hutcheson/Smyth Halls Renovation

Hutcheson Hall was constructed in 1940 and Smyth Hall was constructed in 1939. This project proposes to fully renovate the interior and exterior of their combined 106,000 gross square feet to support academic programs in the College of Agriculture and Life Sciences.

#### 19. Thomas Hall Replacement for Academic Programs

Thomas Hall was constructed in 1949 with an interior renovation in 1970. This project proposes to convert the 38,000 gross square foot building to academic use for departments in the College of Liberal Arts and Human Sciences from its current function as a residence hall. This project is dependent on the completion of the new residence hall which is underway.

#### 20. Femoyer Hall Replacement

The building was constructed in 1949 as a dormitory, with no major building improvements or renovations since it was originally constructed, and it now houses academic programs. This project proposes to raze and replace the 36,000 gross square building with a new academic building.

#### 21. Architecture Research Facility

The project is envisioned as a 16,000 gross square foot central research facility for architectural, engineering, and environmental concerns facing K-12 educational facilities in the Commonwealth of Virginia. The anticipated site is the Plantation Road research complex.

#### 22. Hahn Hall Exhaust Fan Repair

Hahn Hall was constructed in 1988 and is a 71,000 gross square foot chemistry instructional research facility. This project proposes to replace the high velocity exhaust system of the science building because the system is deficient causing long-term, serious building use and maintenance problems.

## **Cooperative Extension/Agricultural Experiment Station Division**

### **1. Kentland Facilities Improvements, Phase II**

The original Kentland facility was constructed in 1818. This project proposes a complete interior and exterior renovation of the existing 15,500 gross square foot area to restore the facility and to correct deterioration and deficiencies. This project will complete the overall improvements to modernize the Kentland Farm for the agriculture program.

### **2. Plant Growth Center Laboratory Building**

This project envisions a 92,300 gross square foot plant growth center to replace the outdated and inadequate existing greenhouse complex. The Plant Growth Center Laboratory Building, in addition to greenhouse space, is planned to include a conservatory, greenhouse technology development laboratory, growth chamber, tissue culture laboratory, pesticide storage and mixing area, environmental control chambers, classrooms, an exhibition area, offices, and general storage.

### **3. Eastern Shore Laboratory Renovation**

This project envisions improvements to the existing 5,000 gross square foot laboratory including expansion to approximately 6,000 gross square feet to replace the outdated and inadequate existing AREC laboratory.

## **Schedule C: List of 100 Percent Nongeneral Fund Projects**

### **University Division**

#### **1. Cadet Residence Halls Renovation (Brodie, Rasche, Monteith)**

The Corp of Cadets reside in three residence halls; Rasche Hall and Brodie Hall house about 294 beds each and were constructed in 1894 and 1900, respectively; Monteith Hall houses about 232 beds and was constructed in 1949. Few improvements have been undertaken since the original construction of each of these residence halls. This project envisions interior and exterior renovations to refurbish the buildings and to address requirements of the Cadet program and its organizational needs.

#### **2. Inn at Virginia Tech, Phase II**

This project proposes to provide additional visitor accommodations to the existing 147 lodging rooms. The design of the Inn and Conference Center includes provisions for a future expansion of a wing of lodging rooms, and this project envisions adding approximately 55 guest rooms at such time as demand requires.

#### **3. Northwest Student Union Facility**

The proposed Northwest Student Union Facility will provide high demand campus-wide student service support functions, especially on the developing northwest area of campus. The envisioned project includes a new 82,400 gross square foot facility to meet student

expectations and alleviate overcrowding in the existing student union facilities in Squires and G. Burke Johnston.

#### 4. Oak Lane Commons Building

This project proposes to create a common group facility providing shared dining, community development, and student services for the Oak Lane Community. The envisioned 43,000 gross square foot facility is envisioned to include food service, meeting/seminar, social, lounge, and fitness spaces.

#### 5. Southern Piedmont AREC Laboratory (Detail planning authorized by the Board of Visitors.)

This project includes construction an 8,050 gross square foot Agriculture Research and Extension Center laboratory to replace the outdated and inadequate existing laboratory facilities. The proposed solution is a multipurpose laboratory building that will provide a physical setting for scientists to undertake innovative research that addresses complex agriculture issues. The project design is nearly complete, and a construction request is on hold pending the outcome of external funding and associated program space requirements.

#### 6. Technology Infrastructure

This project will provide a totally new communications infrastructure environment to replace legacy network and telecommunication facilities. It will create an advanced high performance, flexible, cost effective collaboration and analysis infrastructure to support researchers, educators, students, and administrators. The project includes four key areas of improvement: access spaces, distribution, intelligent infrastructure, and pervasive access.

#### 7. Virginia Bioinformatics Institute, Phase III (Detail planning authorized by the Board of Visitors.)

The program includes about 51,000 gross square feet of additional private and open office space for faculty, researchers, research associates, and support personnel for the Virginia Bioinformatics Institute (VBI). Additional conference, meeting, and assembly space of varying sizes, serving interdisciplinary science in the Virginia Bioinformatics Institute are also envisioned. The project design is nearly complete and a construction request is on hold pending the outcome of external funding and associated program space requirements.

#### 8. VTTI Building III – Capital Lease

The existing buildings comprising the Virginia Tech Transportation Institute (VTTI) have no additional space available, and an adjoining facility would be needed to accommodate future growth. This project envisions additional private and open office space for faculty, researchers, and support personnel for future, anticipated expansion of VTTI. A vehicle garage and laboratory may also be integrated into the facility, along with additional parking for approximately 200 vehicles.

## **Committee Minutes**

### **Committee on Research**

**Smithfield Conference Room  
The Inn at Virginia Tech and Skelton Conference Center  
2:00-3:30 p.m.**

**May 31, 2009**

#### **Board Members Present:**

Ms. Michele Duke, Chair  
Mr. John Lawson, II  
Mr. Ben Davenport, Jr.  
Mr. George Nolen  
Mr. James R. Smith  
Dr. Lori Wagner

#### **Guests:**

Dr. Charles Steger, Dr. Mark McNamee, Dr. Bob Walters, Mr. Dwight Shelton, Mr. Michael Anziotti, Ms. Lindsey Barker, Mr. Fred Cobb, Mr. Dwight Fahl, Dr. Calvin Jamison, Ms. Sandra Stiner Lowe, Mr. George Nolan, Mr. Paul Rogers, Jr, Mr. Tom Tucker, Mr. James Severt, Mr. Rodd Hall, Dr. Tom Inzana, Dr. Donald Leo, Ms. Beth Tranter, Dr. Roop Mahajan, , Mr. Erv Blythe, Mr. Roger Burnett, Mr. Ralph Byers, Mr. Larry Hincker , Ms. Kay Heidbreder, Mr. Warren Lucero, Ms. Heidi McCoy, Ms. Sandra Muse, Dr. Daniel Wubah.

1. **Opening Remarks and Approval of March 22, 2009 Minutes.** Chairman Duke welcomed those in attendance and complimented the administrators for making it easy to bridge the gap between meetings. The minutes were approved as printed.
2. **Remarks from the President.** Dr. Steger talked about the opportunity coming from the adversity in the economy regarding research. He recognize the faculty for significant proposals for stimulus-related proposals and look forward to the yield that results
3. **The American Recovery and Reinvestment Act: Sponsored Research Opportunities at Virginia Tech.** Beth Tranter, Assistant Director for Research Education and Development in the Office of the Vice President for Research, delivered a presentation summarizing funding opportunities related to the American Recovery and Reinvestment Act (ARRA). Ms. Tranter spotlighted agency appropriations for research at academic institutions under the ARRA. NIH was the first to start issuing proposal opportunities. There were 10,000 proposals

for 200 grants with the first submission in April. Tech has already planned or submitted proposals for new construction, renovated facilities, and shared equipment. NSF looked at proposals that it had already received to commit its first ARRA funding. The strategies from other agencies are evolving more slowly. The presentation also highlighted energy-related research funding opportunities, including the creation of the ARPA-E agency within the U.S. Department of Energy.

4. **Energy Initiatives at Virginia Tech: Coordination and Recent Progress.** Dr. Leo talked about some of the specific opportunities on which Virginia Tech is capitalizing. Dr. Roe-Hoan Yoon is leading a collaboration with four other universities to cooperate with National Energy Technology Laboratory which, if awarded, is expected to yield \$4M per year for five years. Tech is responding to an \$18.5M five-year Engineering Research Center (ERC) opportunity. The technical focus of the ERS is interconnected diversified energy using alternative sources. Tech is also investing in the development of novel nuclear technology in partnership with Duke University and Adna Corporation in a program referred to as GEM\*STAR. Tech has involvement in three of the five regional energy centers established by recent grants from the Virginia Tobacco Commission. Dr. Leo highlighted the progress of these three centers – in Danville, Halifax, and Lynchburg.
5. **Institute for Critical Technology and Applied Science (ICTAS): Energy as a significant research thrust.** Dr. Mahajan provided a brief overview of the mission and research strategies of ICTAS and outlined its major research thrusts targeted for investment and growth at Virginia Tech. He focused his presentation ICTAS's comprehensive efforts in different technologies aimed at securing a sustainable energy future. These included interdisciplinary research projects covering the science and engineering of fuel cells, organic photovoltaics, bio-fuels, harvesting unused energy and clean coal energy. The presentation highlighted the investment strategies, major technological accomplishments and external grants in these research areas, and ended with a description of future initiatives to take ICTAS to the next level of excellence and global reputation in energy technologies and other targeted research areas.

#### **Adjournment.**

There being no further business, the meeting adjourned at 3:40 p.m.





## The American Recovery and Reinvestment Act: Sponsored Research Opportunities at Virginia Tech

Beth Tranter

Asst. Director for Research Education and Development  
Office of the Vice President for Research



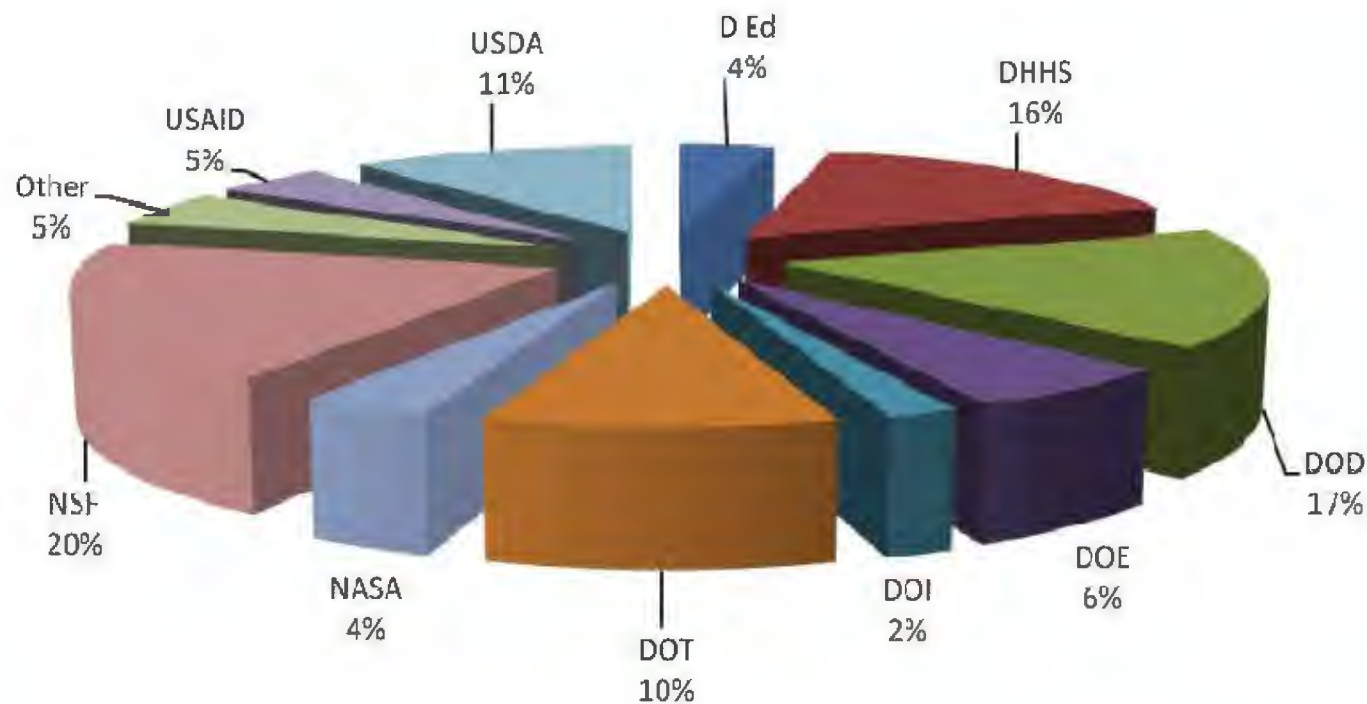
# Overview

- VT Federal Sponsored Research Funding
- Agency-Specific Strategies
- Information Dissemination  
and Investigator Resources
- Internal Training
- Proposal Development
- Tracking and Reporting





## FY 2008 Expenditures from Federal



*Ref: Office of Sponsored Programs 2008 Annual Report*





## Agency-Specific Strategies

- Department of Health and Human Services
- National Science Foundation
- U.S. Department of Agriculture
- Department of Defense
- Department of Commerce
- Department of Energy



# Department of Health and Human Services



- \$8.2 billion in support of scientific research priorities
- \$1 billion to support Extramural Construction, Repairs, and Alterations
- \$300 million Shared Instrumentation and other capital equipment
- \$500 million for NIH buildings and facilities
- \$400 million for Comparative Effectiveness Research (CER)



*Ref: Office of Sponsored Programs 2008 Annual Report*



# National Science Foundation



Received \$3B in stimulus funding in FY2009

- Research and Related Activities: approximately \$2 billion
- Major Instrumentation Program: \$300 million
- Academic Facilities Modernization: \$200 million
- Math, Science Partnerships: \$25 million
- Research Equipment and Construction: \$400 million



## U.S. Department of Agriculture



- **Broadband:**

\$2.5 billion is provided to the Rural Utilities Service at the U.S. Department of Agriculture for loans, loan guarantees, and grants for broadband development. Projects must focus on rural broadband development.

- **Biomass:**

\$50 million is provided to the Forest Service for wood to energy competitive grants for the increased use of biomass from federal and non-federal forested lands.





## Department of Defense



- \$300 million is provided for research and development, test, and evaluation on energy efficiency and enhancements in transmission, regulation, and storage of energy. Research and development shall include energy derived from fuel cells, wind, solar, biofuels, and bioenergy.
- Of the \$300 million - \$75M is provided to the Army; \$75M to the Navy; \$75M to the Air Force; and \$75M Defense-wide for these purposes.





# Department of Commerce

## *National Telecommunications and Information Administration*

### **Broadband:**

\$4.35 B for Broadband Technology Opportunity Program. This program includes competitive grants to accelerate broadband deployment in un-served and underserved areas.

\$350 M for State Broadband Data and Development Grant.

## *National Institute for Standards and Technology*

**Scientific Research:** \$220 M for the Scientific and technical Research Services Program (STRS) for research, competitive grants, and research fellowships.

**Research Building Construction:** \$180 M for a competitive construction grant program.





# Department of Energy



\$789 B total, including

- \$16.8 B Energy Efficiency and Renewable Energy

The majority of the allocation:

- \$2.5 B for R&D (\$800M for Biomass; \$400M for Geothermal)
- \$2 B for Advanced Battery Manufacturing
- \$11.6 B for Weatherization and Intergovernmental Program  
(*\$5 B Weatherization; \$3.1B State; \$3.2 B Block Grants*)
- \$300 M Appliance Rebates
- \$2 B for DOE Office of Science (Including \$400M for ARPA-E)
- \$3.4 B for Fossil Energy R&D
- \$4.5 B for Electricity Delivery and Energy Reliability (Smart Grid)
- \$6 B for Loan Guarantee Program
- \$5.6 B for GSA (includes high efficiency green federal buildings/fleets)



# Establishing the Advanced Research Projects Agency (ARPA-E) Act

“ARPA-E is a bold concept that will provide access to the funding needed to bring the next generation of energy technologies to fruition. Specifically ARPA-E aims to:

- Enhance our economic security by identifying technologies with the potential to reduce energy imports from foreign sources; reduce energy-related greenhouse gas emissions; and improve efficiency across the energy spectrum.
- Ensure we remain a technological leader in developing and deploying advanced energy technologies.

ARPA-E will uniquely focus on high risk, high payoff concepts - technologies promising true energy transformations. The Department invests heavily in basic research and ARPA-E is not intended to augment these efforts. “

*Ref: H.R. 364 [http://science.house.gov/legislation/leg\\_highlights\\_detail.aspx?NewsID=1235](http://science.house.gov/legislation/leg_highlights_detail.aspx?NewsID=1235)*



## Impact on Research Proposal Submissions

- Highest monthly totals of proposal submissions  
 February 2009                      363 proposals submitted  
 April 2009                              335 proposals submitted

## Fiscal Year Totals

	# of proposals	\$ of proposals
July 2007-June 2008	2,746	\$1,029,055,953
July 2008-April 2009*	2,599	\$1,028,236,694
<i>*Year to date</i>		

End of April FY 2009 – 300 more proposals submitted than by April of FY 2008.





# Information Dissemination and Investigator Resources



*“ARRA” website  
launched  
March 2009*

<http://www.research.vt.edu/arra>





Office of the Vice President for Research | Virginia Tech - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://www.research.vt.edu/funding/ou/update.html

Getting Started Latest Headlines VT Limited Submisso... Solicitations that Limi... NIST TechBeat CSREES News

**VirginiaTech**  
Invent the Future

Office of the Vice President for Research

Research Publications Funding Opportunities Opportunity Update

### Opportunity Update

The Opportunity Update (OU) is a weekly newsletter of selected research funding opportunities, postdoctoral fellowships, graduate fellowships and notices about events and programs of interest to the Virginia Tech research community.

- An [archive](#) of all the updates is available online.
- More information on how to subscribe to our weekly newsletter.
- If you have questions regarding funding opportunities, please contact **Beth Tranter** at [etranter@vt.edu](mailto:etranter@vt.edu) or 540-231-1782.

**May 1st, 2009 | FUNDING OPPORTUNITIES**

Although we have a good representation of this week's funding opportunities listed here, we could not possibly include every notice that might be of interest to everyone on campus. We suggest that you sign up for the [Community of Science Funding Alert](#) and consult the other resources available through [this site](#).

#### Notices

##### Funding to Support Technology Development

The Commonwealth of Virginia has announced a new grant program, the Virginia Innovation Partnership (VIP), aimed at moving promising university technologies closer to commercialization. Awards of up to \$100,000 will be made in a wide range of fields.

The goal is to build value for the commonwealth by creating Virginia-based start-up companies, attracting established corporations to invest in Virginia, and enhancing the licensing potential for technologies.

Proposals must be submitted by May 18, 2009 and projects are expected to start by July 1, 2009. Fund matching of at least 1:1 is required and a technology transfer pre-review with VTIP will be needed for successful proposals. Contact Christie Thompson, ICTAS associate director, to discuss potential ICTAS fund matching opportunities and additional details: [cthompson@vt.edu](mailto:cthompson@vt.edu) or 540-231-5405.

#### Sections of the Opportunity Update

- Department of Agriculture
- Department of Defense
- Department of Energy
- Department of Health and Human Services
- Department of Homeland Security
- Department of the Interior
- Department of the State
- Department of Transportation
- Environmental Protection Agency
- National Foundation for the Arts and Humanities
- National Science Foundation
- Other Funding Opportunities
- Postdoctoral Fellowships
- Graduate Fellowships
- Undergraduate Fellowships

#### Upcoming Limited Submission Program Internal Deadlines

- May 7, 2009 - Lew R. Wasserman Merit Awards

Done

<http://www.research.vt.edu/funding/ou/update.html>

*Weekly  
“Opportunity  
Update”*

*Bi-Weekly  
“News and  
Funding  
Opportunities”  
newsletter*





**Funding Opportunities | Office of the Vice President for Research | Virginia Tech - Mozilla Firefox**

File Edit View History Bookmarks Tools Help

https://secure.research.vt.edu/fundingopps/index.php?mod=fundingopps

Getting Started Latest Headlines VT Limited Submissio... Solicitations that Limi... NIST TechBeat CSREES News

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**Office of the Vice President for Research**

VT Web VT People

Enter your search here

- Virginia Tech Home
- OVPR Home
- OSP Home
- Funding Opportunities

Find Funding Opportunities

Subscribe to Email Updates

Administration Home

Add New Opportunity

Review Pending Opportunities

Manage VT Groups

Sign Out (Elizabeth A Tranter)

### OVPR Funding Opportunities

The **Virginia Tech Funding Opportunities Database** contains the sponsored programs and funding alerts, of which Virginia Tech is aware, taken from several sources. The main source of opportunities is the [Community of Science Funding Alert](#). We have collected the opportunities most relevant to the Virginia Tech community and provided this website for enhanced discovery.

The funding information provided by COS is drawn from regularly-updated information in the COS Funding Opportunities database of more than 24,000 records, representing over 400,000 funding opportunities, worth over \$33 billion.

You can search by keyword or sponsoring agency, or browse all.

A successful search will provide the details of the opportunity.

If you have questions regarding funding opportunities presented through this website, please contact Beth Tranter at [fundingopps@vt.edu](mailto:fundingopps@vt.edu).

#### Choose a Search Method:

- GENERAL KEYWORD** if you would like to search for a keyword within any field associated with the opportunity.
- TITLE** if you would like to search for a keyword specifically within the title of the opportunity.
- ABSTRACT/DESCRIPTION** if you would like to search for a keyword specifically within the abstract/description of the opportunity.
- KEYWORD LIST** if you would like to choose from a controlled list of keywords.
- SPONSORING AGENCY** if you already know the **sponsoring agency** for the project opportunity.
- NOTES** if you would like to search by keyword within any of the three note fields associated with funding opportunities. Those fields include: **Amount Note**, **Deadline Note** and **General Note**.
- VT GROUPS** if you would like to quickly view funding opportunities specifically selected/tagged by research division staff for unique groups within the Virginia Tech research community.
- BROWSE ALL** to browse through all the funding opportunities.

**Logged In As ...**

**Elizabeth A Tranter**  
([Sign Out](#))

**Find Opportunities**

Enter keyword or phrase:

[More search options »](#)

**New Opportunities**

[New opportunities posted this week »](#)

**Top Funding Agencies**

The top 10 funding agencies providing new opportunities this week are:

Agency	Total
<a href="#">United States Department of Defense (DOD)</a>	26
<a href="#">Department of Health and Human Services (HHS)</a>	19
<a href="#">National Institutes of Health (NIH)</a>	15
<a href="#">Department of the Navy</a>	9
<a href="#">NAWCTSD BAA - Simulation and Training Technology Research and Development</a>	8

*Funding Opportunities database*

*June 1, 2009 launch*







# Internal Training

## VT Sponsored Research Administrators Organization



*Linda Bucy  
Asst. VP  
Director, Sponsored  
Programs*



*Victoria Ratcliffe  
Training Coordinator*



*Bonnie Beasley  
Director, Pre-Award*



*Tom Cruise  
Director, Post-Award*





## Proposal Development

*OVPR sponsored, co-sponsored, and/or delivered more than 80 professional development workshops in FY09.*

- Proposal Development
- Sponsored Programs
- Research Compliance
- Intellectual Property
- Export Control and Secure Research Compliance
- Research Integrity





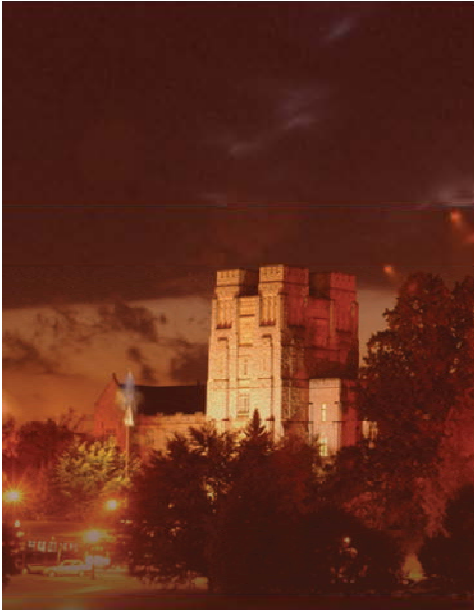
# Tracking and Reporting

## Office of Research and Office of the Controller

- Weekly reporting of proposals in process
- Accounting systems for separate tracking of ARRA-funded projects and supplements
- Systems for quarterly reporting of ARRA-related expenditures
- Quantifiable outputs



# Questions?



# Energy Initiatives at Virginia Tech: Coordination and Recent Progress

Donald J. Leo

Special Assistant for Energy Initiatives, VP for Research  
Associate Dean, Research and Graduate Studies, College of Engineering  
Professor, Mechanical Engineering Department



# Topics

- Large-grant, nationally competitive proposals
- Regional initiatives
- Local initiatives
- Other Recent Advances



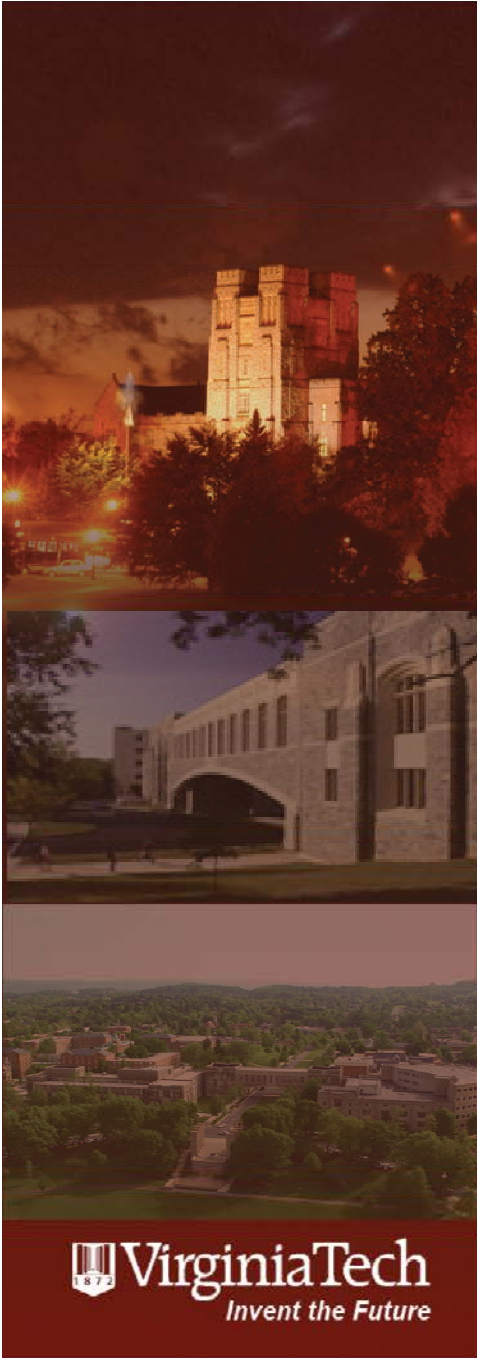
# National Energy Technology Laboratory



**Dr. Roe-Hoan Yoon**  
**Director, CAST**  
**NAE Member**  
**Advanced separation technologies**

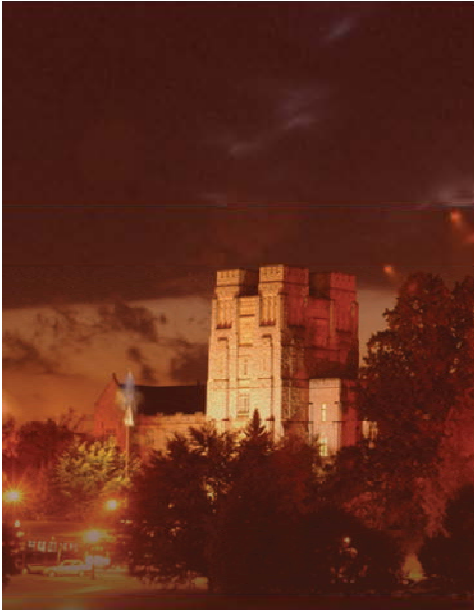
**Dr. Yoon (MINE) is part of a multi-university consortium that is working with URS to bid on a \$57M proposal to NETL. Per annum research at Virginia Tech would be ~\$4M for a minimum of 5 years.**

**A subset of this consortium has requested VT to join a team on a related \$18M proposal to NETL for “Project Execution and Integration”.**



# Engineering Research Center

- A team of researchers is working with the VP for Research Office on a preproposal for the NSF ERC solicitation.
- The NSF ERC program is \$18.5M over 5 years with a potential for renewal.
- Technical focus is Interconnected, Diversified Energy using Alternative Sources.



# Oak Ridge National Laboratories

- Virginia Tech is cultivating relationships with Oak Ridge in the areas of biofuels and nuclear energy.



# GEM\*STAR Project

- The University and the College of Science is investing in the development of novel nuclear technology in partnership with Duke University and Adna Corporation.
- The technical team is also working with groups in the National Capitol Region to develop networks into DOE for this technology.

# Topics

- Large-grant, nationally competitive proposals
- Regional initiatives
- Local initiatives
- Other Recent Advances





# Energy Research and Development Centers

- Virginia Tech has personnel at 2 of the 5 research centers: Danville and Halifax
- Significant interactions exist with the research facility in Bedford / Lynchburg.

# Danville

Focus Area	Sustainable Energy
Status	<p>RFP for A&amp;E has been issued Receipt of proposals is due May 13, 2009</p> <p>Building construction is scheduled to be completed 3Q 2010.</p>
Center Structure	Center would consist of a Director, senior researchers, technicians, and graduate students.
Operational Funding	\$750k has been requested over a three-year period for operational costs



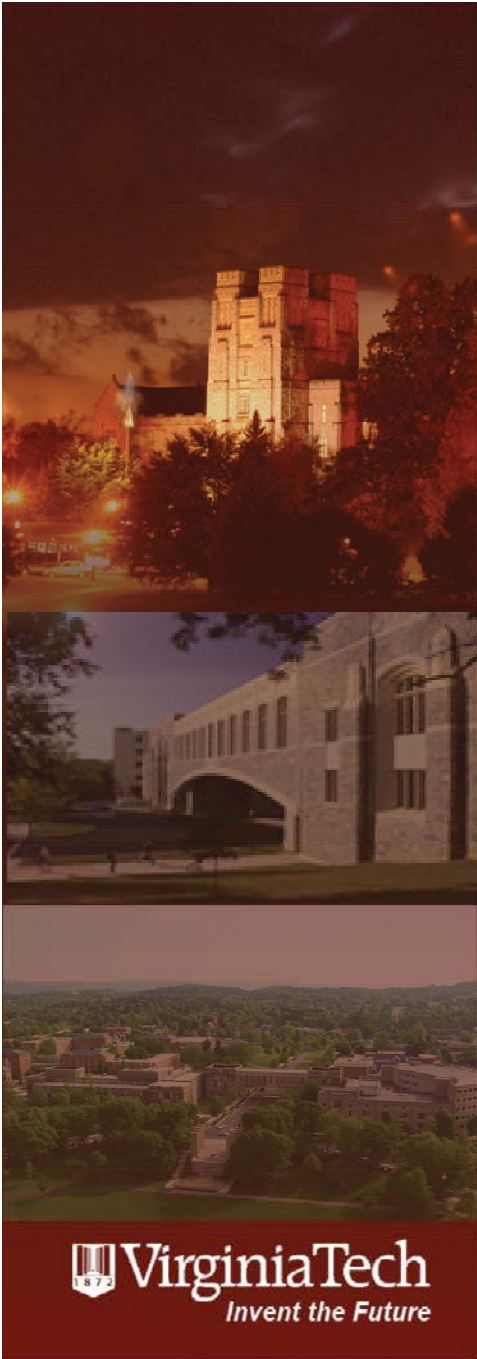


# Halifax

Focus Area	Energy Modeling and Simulation
Status	<p>Collaborated with VT on ITT Night Vision project</p> <p>Completed design of MODSIM center with focus on energy and the environment</p> <p>Named a Clean Energy Business Incubator – 1<sup>st</sup> in Virginia and 14<sup>th</sup> in the nation</p>
Center Structure	Center is proposed as a cost center and consortium where members pay fees.
Next Steps	Complete build out of 7k sq. ft Riverstone facility by August

# Bedford / Lynchburg

- Bob Bailey has been working closely with faculty at Virginia Tech to identify funding sources.
- The Center for Advanced Engineering and Research (CAER) has made awards of ~\$430k to Virginia Tech in the past two years.



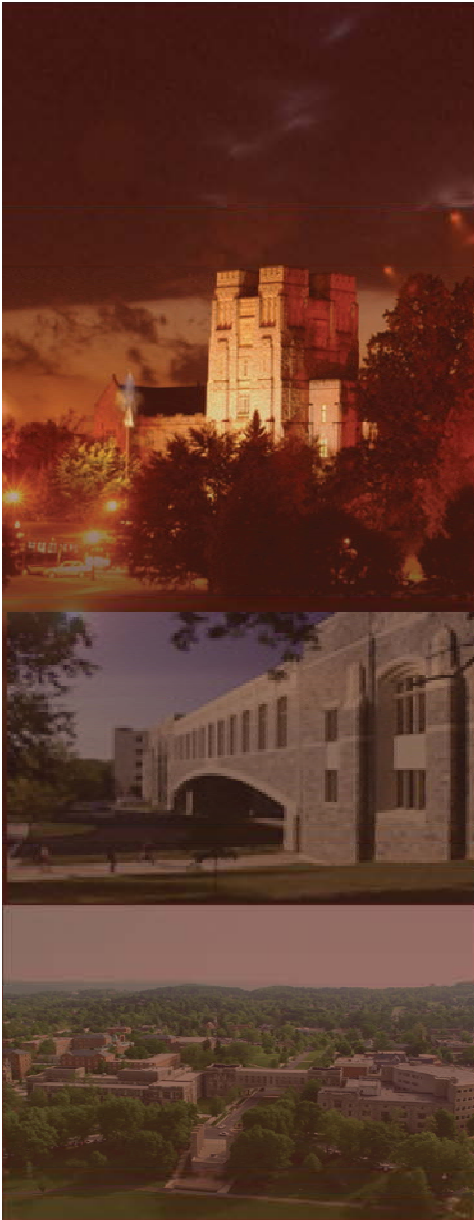
# Relationship to ERC

- All three centers are part of the National Science Foundation ERC proposal that is being prepared.

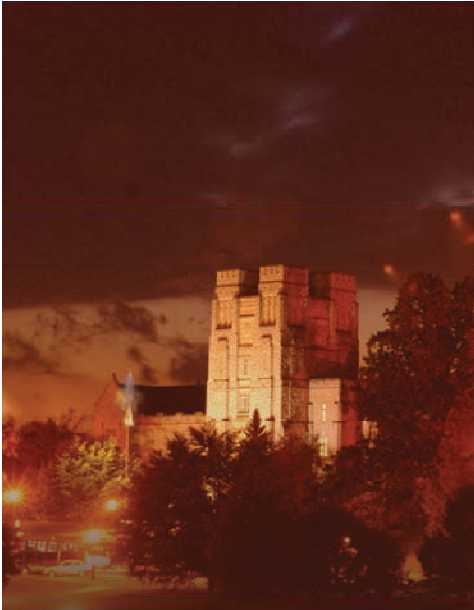


# Topics

- Large-grant, nationally competitive proposals
- Regional initiatives
- Local initiatives
- Other Recent Advances







# Virginia Tech Climate Action Plan

- This spring Virginia Tech released a comprehensive climate action plan.
- The plan is a comprehensive roadmap to increase sustainability on campus.

# Sustainability Initiatives



**VirginiaTech**  
Invent the Future

**Blacksburg VirginiaTech Sustainable BLACKSBURG Sustainability Week October 20-25**  
partnering for a greener community

**Thank you!**  
Posted by Nancy under Uncategorized  
No Comments

Thanks to everyone who attended Sustainability Week 2008! It was a great success. 🌱

**Tags:**

**Saturday's events**  
Posted by Nancy under Uncategorized  
No Comments

**Events for Saturday, October 25, 2008**

- Farmers Market**  
**8:00 AM - 2:00 PM** (On Roanoke St. between Main St. and Draper St., Blacksburg)  
 The Blacksburg Farmers Market is a community gathering place featuring fresh produce, meats, eggs, honey, and crafts grown, raised and produced by 27 vendors within a 30 mile radius of Blacksburg. The Market is open Wednesdays and Saturdays. October Hours are Wednesday from 2 - 7 p.m. and Saturdays 9 a.m. - 2 p.m.
- Safe Routes to School Bike Rodeo**  
**9:00 AM - 11:00 AM** (Library/Municipal parking lot at Harrell and Miller Streets)  
 Fun and educational ongoing events between 9 and 11 a.m. for kids 14 and under to learn safe riding skills and proper helmet fitting, plus practice sudden stops, turning corners safely, biking with obstacles, etc. All participants should bring their own bike and helmet and sign in the morning.

**Links and Resources**

EVENT CALENDAR  
 Events at a Glance  
 Help promote Sustainability Week!  
 SW on Facebook  
 SW on Twitter  
 Environmental Coalition  
 Sustainable Blacksburg  
 Town of Blacksburg  
 Virginia Tech's Sustainability Office

**Popular Tags**

announcements  
 calendar  
 events  
 green news  
 promotion  
 schedule changes  
 sponsors  
 vendors

**Recent Posts**

Thank you!  
 Saturday's events  
 Friday's events  
 Thursday's events  
 Event date change

donleo@vt.edu

# Community Action Grants

- Three ~\$15k grants were awarded to promote interactions between Virginia Tech researchers and local community groups interested in energy-related research and development.



# Topics

- Large-grant, nationally competitive proposals
- Regional initiatives
- Local initiatives
- Other Recent Advances



Virginia Tech Deans' Task Force on Energy Security and Sustainability

Home - Events - Working Groups and Contacts - Centers/Groups Doing Energy Research - Educational Programs - Virginia Tech Energy Efficiency - Mission Statement

### ANNOUNCEMENTS

**Grants awarded for community-based energy research**

The Office of the Vice President for Research has awarded three Community Action Grants for Energy Research to promote collaboration between Virginia Tech researchers and the community.

Grant recipients are:

- Members of the Conservation Management Institute (CMI) for a feasibility study on converting the Catawba State Hospital oil-fired furnace to biomass. [ PDF of the proposal ]
- John Randolph for a project to help develop a final Blacksburg climate action plan and pilot residential energy assessment program. [ PDF of the proposal ]
- David Dillard and Courtney Martin for a project to demonstrate the feasibility of micro wind-based net metering for Southwest Virginia. [ PDF of the proposal ]

### ENERGY RELATED NEWS

New power plants try to avoid coal or scrub it 'clean'

Colleges offer new alternative energy degrees, fueled by student demand

Colleges drive research on electric cars

### Virginia Tech's Energy Task Force

Virginia Tech is committed to research and education that provides solutions for the Nation's energy needs.

In 2006, the Deans' Task Force on Energy Security and Sustainability was formed to assist with university-level efforts in energy research. In the coming year, we will continue these efforts by assisting faculty members with the preparation of large grant proposals in research areas related to energy security and sustainability. We will also seek partnerships that position Virginia Tech as a national and international leader in areas of expertise and will continue to coordinate campus-wide events, such as a speaker series and community engagement activities.

Our updated website provides a resource to view the university community's significant expertise in the field of energy research. If you are a guest, please review the links to project areas and research centers to gain a better understanding of our expertise in these important areas.\*

For any additional questions, please contact me.

**Don Leo**  
Special Assistant to the Vice President for Research for Energy Initiatives, and Associate Dean of Research and Graduate Studies in the College of Engineering  
Phone: (540) 231-2917  
Email: donleo@vt.edu

*\*If you are a faculty member doing energy-related research, please review your information by entering your name or center in the "Search" field. We welcome information about new projects and any updates you would care to make.*

### Recent Energy Events at Virginia Tech

**Bob Metcalfe**, who helped pioneer the Internet, then founded 3Com Corporation, the billion-dollar networking company, was the first speaker in the **Energy Entrepreneurship and Innovation Speaker Series** at Virginia Tech.

Search the Energy Task Force website

Energy Resource Guide for Virginia, a new website for consumers from Virginia Cooperative Extension

energy-related PODCASTS

Instructions for joining the energy listserv

Energy themed issue of Virginia Tech Research magazine

PEOPLE AND THEIR ENERGY RESEARCH ACTIVITIES

- Energy Policy
- Energy Economics
- Energy Infrastructure
- Energy and the Environment
- Energy Harvesting

# Speaker Series



**Robert Metcalfe**  
**Polaris Venture Partners**

**“Enernet: Lessons from  
62 years of Internet  
history about meeting  
world needs for cheap  
and clean energy”**

## **Committee Minutes**

### **STUDENT AFFAIRS AND ATHLETICS COMMITTEE OF THE BOARD OF VISITORS**

#### **Drillfield Room**

**The Inn at Virginia Tech and Skelton Conference Center  
8:30 a.m.**

**June 1, 2009**

**PRESENT:** Mr. Ben Davenport, Jr., Chair  
Mr. Frederick J. Cobb  
Ms. Arlane Gordon-Bray  
Mr. Paul Rogers

**GUESTS:** Ms. Kimberle Badinelli, Dr. Cynthia Bonner, Mr. Tom Brown,  
Mr. Greg Esposito, Chief Wendell Flinchum, Dr. Donna Ratcliffe, Mr. Mark  
Phillips, Ms. Rhonda Rogers, Dr. Edward Spencer, Dr. Charles Steger,  
Mr. Jim Weaver

#### **Open Session**

**1. Opening remarks and approval of March 23, 2009 minutes:** Mr. Ben Davenport, Chair, provided opening remarks, welcomed Mr. Paul Rogers, the new member of the Committee, replacing Bruce Holland, and submitted the minutes of the March 23, 2009 Student Affairs and Athletics Committee meeting to the committee for review and approval. The minutes were approved as written.

#### **2. Athletic Department Quarterly Report:**

Mr. Weaver shared statistics from the past few years relative to competition and academics. Every year at the beginning of a new academic year, they challenge their entire department to finish in the upper echelon of the ACC., the top four or the upper third of the ACC. They also challenge their Student Academic Support Services and fundraising arm to have its results in the upper echelon. Academic Support Services does not report directly to Athletics, but to the Provost's Office, but they are an integral part of the Athletic Program.

#### **Football**

- Since the beginning of the 1995 season, only Ohio State (140) and Florida (140) have posted more wins than Virginia Tech (136).

- Virginia Tech is one of three teams that have won ten games in each of the past five seasons.
- Virginia Tech is one of just three teams to have been to a bowl game each of the past 16 seasons. The others are Florida and Florida State.
- Virginia Tech accepted an invitation to open the fall season against the University of Alabama in Atlanta and the winner of this game will be in a lofty position to go on for the rest of the season.

### **Volleyball**

- Won 20 matches for the first time since 2002.
- Went 11-9 in the ACC, earning the Hokies' best conference winning percentage since 2003.
- Tallied 11 wins in the ACC

### **Women's Soccer**

- Finished seventh in the ACC in the regular season and earned the program's first ACC Championship runner-up finish.
- Registered double-digit wins for the second time in program history
- Head Coach Kelly Cagle was named Mid-Atlantic Region Coach of the Year.

### **Women's and Men's Cross Country**

- Recorded highest finish at the conference meet since joining the ACC with a third-place finish at the ACC Championships.
- On the women's side, Tasmin Fanning finished third at the NCAA Championships, the highest finish for a Hokie cross country runner to earn her second straight all-American honor.

### **Men's Basketball**

- Achieved three first round byes in the ACC tournament in our first five years in the conference.
- Stands fourth in the last five years (our first five years) in the number of ACC games won.
- Defeated #1 ranked Wake Forest in Winston Salem as well as 12<sup>th</sup> ranked Clemson on their home court.

### **Women's Basketball**

- Team finished the season with a 12-18 overall record. The Hokies ended the year in a three-way tie for 10<sup>th</sup> place in the ACC.
- Laura Haskins was selected as the recipient of the inaugural Kay Yow Award as the ACC Women's Basketball Scholar-Athlete of the Year.

### **Wrestling**

- Finished 20-2, ranked 15<sup>th</sup> in the country.
- Upset #17 Michigan and #6 Central Michigan on the road.



### **Men's Swimming**

- Finished the season with a 7-1 overall record and a 4-1 conference showing and tied for second place in the Atlantic Coast Conference.
- Registered 379 points and claimed fifth place at the ACC Championships.

### **Women's Swimming**

- Registered 451 points at the ACC Championship to claim third place at the conference meet.
- Sent five swimmers to compete at the NCAS Championships in College Station, Texas, where they placed 34<sup>th</sup>.
- The Swim program will move into a brand new facility in Christiansburg on Sept. 1 at a cost of \$250,000 a year for 20 years.

### **Women's and Men's Track**

- The Women placed 4<sup>th</sup> overall at ACC Indoors Championships and placed second at Outdoors Championships.
- The men placed 2<sup>nd</sup> at ACC Indoors Championships, 4<sup>th</sup> at Outdoors Championships and had six individual ACC champions.

### **Spring Sports**

- Baseball: Final overall record of 32-31 with most wins since 2003
- Softball: Finished 28-28 overall and Jenna Rhodes earned third-team All-American honors.
- Golf: Finished 12<sup>th</sup> at the 2009 NCAA Austin Regional and Brian Sharp was named the Assistant Coach of the Year nationally.
- Men's Tennis: Final ranking of 27 and for third consecutive year advanced to NAA tournament.
- Women's Tennis: Concluded season with a final national ranking of No. 54
- Women's Lacrosse: Finished 7-10 overall and won their first conference match since joining the ACC.

In the first four years of membership in the ACC, Virginia Tech is fifth in the number of team championships won following, in no particular order: Florida State, Duke, North Carolina, and the University of Virginia. After five years in the ACC we still rank 5<sup>th</sup> in the number of team championships won since we entered the league. This is an indication that we have the right leadership in our head coaching positions. After four and five years, to rank 5<sup>th</sup> is ahead of a lot of institutions who have been in the ACC since 1953. If we had had membership in that conference since then, we would likely rank even higher because all of those institutions that are ahead of Virginia Tech have been able to revenue share in the conference for a long time. We have only been revenue sharing for three years and the first two years we got a designated 2/3 share. Before that, when in the Big East, the Atlantic Ten, and the Metro Conference, we never shared

revenue. So those institutions that rate ahead of Virginia Tech have been able to take that revenue and invest it in facilities, coaching salaries, etc. to get them in the position that they are in today. We should be proud of what we have accomplished in such a short period.

We currently have 21 teams and a very good balance of men's and women's teams in regard to gender equities. There has been discussion about a women's golf team and we do have the accommodations to do so. But this discussion has been tabled at this time. There are also no plans to do away with any sports teams.

In regards to Hokies Respect as it relates to basketball, we have made great progress over a three-four year period since we introduced Hokies Respect. For the most part, fan behavior in Cassell has been good. We became one of the pioneers in 2003 to really become aggressive in this area and will continue to work on this.

3. **Overview of Career Services - Class of 2009: Economic Impact on Career Plans:** In a recent survey conducted by the National Association of Colleges and Employers (March 2009), corporate and government respondents indicated that their projected hiring of the Class of 2009 would be -21% compared to the hiring of college graduates a year ago. Dr. Donna Cassell Ratcliffe shared comparative data for 2007-08 and 2008-09 of employer on-campus interviews, job listings, and attendance at job fairs, verifying the projections stated in this study.

Students have had varied responses about their post-graduation options, given the current recession. Options have included: extending their coursework and graduating at a later date, pursuing admission into graduate or professional school, obtaining internships to be more competitive in the job market, postponing their job searches, and working more diligently to successfully identify employment opportunities. Some students with early job offers have received announcements from the hiring organization that they have had to retract employment contracts or extend work start dates.

Career Services was proactive, in light of economic issues impacting student employment and graduate school plans through programs. New initiatives included enhancing office promotions to increase student awareness of services and resources, creating a "Job Search Challenge" on our website, offering resume critique and mock interview marathons to help prepare students for their job searches, starting job clubs for instruction and support, and generating additional job listings through a Hire-A-Hokie Campaign sent to 5,000 registered employers, VT alumni, and parents of enrolled students.

- 4. Overview of the Care Team and Threat Assessment:** The Care Team was formed in the early 90's and is a function of the Dean of Students Office. The team meets weekly to coordinate student crisis cases among departments within and outside the Division of Student Affairs. Membership was increased in the fall of 2007 to meet a recommendation of the 4/16 Governor's Review Panel and currently consists of eleven members representing nine departments. The team primarily concentrates on cases of depressed students which cross multiple departmental lines to insure appropriate coordination for the benefit of the student in distress. Dean of Students staff members receive referrals from the campus community, staff the case, and bring the case to the Care Team if warranted. Care Team numbers have risen approximately 32% in the wake of 4/16.

The Threat Assessment Team (TAT) was formed in December '07 by President Steger, preceding state law which became effective July '08, directing each public institution of higher education in Virginia to form such a team. TAT members include VT Police, Dean of Students, Vice President and Dean for Undergraduate Education, Assistant and Associate Vice Presidents for Student Affairs, Counseling Center director, Human Resources manager, and Legal Counsel. Cases referred to TAT may include students, employees, and visitors to campus. Weekly meetings result in action items for team members as appropriate. Cases are referred to TAT by the Care Team, Cook Counseling Center, or directly to the Police Department. TAT members are charged with making a reasonable determination of whether the person in question poses a threat to the university community. The Threat Assessment Team is not designed to be punitive, but to be of assistance to get the individual to the right organization to help them.

- 5. Assessment in Student Affairs:** Dr. Bonner opened the presentation by describing the assessment process, including the key questions that assessment is designed to address and the systematic steps that comprise the assessment cycle. In an effort to assess the effectiveness of its programs and services, the Division of Student Affairs has initiated a comprehensive program review process in which each department in the division undergoes a periodic in-depth review focusing on mission and goals, outcomes assessment, budget, staffing, and resources. As part of the process, departmental programs and services are compared to professional standards and/or industry benchmarks, starting with a self assessment, peer and/or external review, and finally review and approval by the division's executive leadership. We are currently completing the third year of a four year review cycle in which 13 of 16 departments have completed a

comprehensive program review, with the remaining three scheduled to be conducted during the 2009-2010 academic year.

Another major component of assessment in the Division of Student Affairs is the identification of measurable programmatic and student learning outcomes. Examples of learning outcomes from several departments were presented. These included outcomes related to Career Services' externship program, the academic coaching program offered by Services for Students with Disabilities, and Dining Services' nutrition and wellness program.

Ms. Badinelli then described the division's assessment education efforts over the past two years, which involved a series of division-wide forums on a variety of assessment topics, including departmental assessment updates, Student Voice utilization, Institutional Review Board requirements, sampling techniques, and the use of swipe card systems. She then described the division's assessment collaboration with the Higher Education graduate program in which master's degree students conduct assessment projects for the division as part of a required independent study project. This past year, six independent study assessment projects were initiated and six more are scheduled for the upcoming year.

In the final segment of the presentation, Ms. Badinelli described a variety of assessment tools that are available including benchmark studies, survey tools, and Student Voice. By subscribing to Student Voice, we have the opportunity to take advantage of a comprehensive assessment platform that provides basic assessment tools and instruments, program management, and data tracking. In addition, the subscription allows us to partner with a variety of professional associations on assessment projects and have access to an ever-expanding network of assessment services. Overall Student Voice provides a cost-effective approach to assessment, which we could not duplicate on our own. Over the past two years, our division has used Student Voice to conduct 139 assessment surveys. In concluding the presentation, Ms. Badinelli outlined key assessment achievements and goals for the Division of Student Affairs.

## **6. Topics for Future Meetings**

Dr. Bonner obtained input from the committee members on topics for future meetings.

**Adjournment:** There being no further business, the meeting adjourned at 11:20 a.m.

# **CLASS OF 2009: ECONOMIC IMPACT ON CAREER PLANS**

Donna Cassell Ratcliffe  
Director, Career Services  
Smith Career Center  
BOV Student Affairs Committee  
June 1, 2009



# JOB MARKET: LANDSCAPE

## National Association of Colleges and Employers

- ✘ September Survey – Predicted increased hiring
- ✘ October Survey – Predicted flat hiring
- ✘ March Survey - Announced 21.6% reduction in opportunities for Spring 2009 college graduates

# JOB MARKET: LANDSCAPE

## Hiring Expectations by Industry

Percentage of change in hiring between actual hires in 2008 and projected hires in 2009

Construction	-45%
Manufacturing	-31%
Distribution, Transportation, Utilities	69%
Trade	-4%
Finance	-70%
Business Services	-31%
Professional Services	-36%
Government	6%



# JOB MARKET: LANDSCAPE

## ✘ Fall recruiting activity (2008 compared to 2007)

Campus Interviews: -13% employers (244)

Career Fairs:

- + Business Horizons 9% (165) employers, 1% students
- + Fall Focus -6.5% (86) employers, 26% students

## ✘ Spring recruiting activity (2009 compared to 2008)

Campus Interviews : -57% employers (59)

Career Fairs:

- + Connections -27% employers (100), 9% students
- + Directions -35% employers (87), 25% students
- + National Capital Region Alumni sponsored fair  
350 candidates (2008) > 2,000+ candidates (2009)



# WHAT DO WE KNOW ABOUT OUR STUDENTS?

VT Juniors and Seniors were surveyed  
between November 2008 and January 2009

# WHAT IS IMPORTANT TO OUR STUDENTS?

- |    |                      |     |     |                 |     |
|----|----------------------|-----|-----|-----------------|-----|
| 1. | Enjoy work           | 98% | 7.  | Corp. culture   | 85% |
| 2. | Future opportunities | 98% | 8.  | Job/Major       | 74% |
| 3. | Benefits             | 95% | 9.  | Leader in field | 67% |
| 4. | Co-workers           | 92% | 10. | Close to family | 61% |
| 5. | Variety of tasks     | 91% | 11. | High salary     | 49% |
| 6. | Respect boss         | 90% | 12. | Green company   | 32% |
|    |                      |     | 13. | Relaxed dress   | 25% |

Survey 11/08 – 1/09  
VT Juniors and Seniors



# UNCOMFORTABLE IF A POTENTIAL EMPLOYER ....

Viewed Facebook	34%
Conducted background check*	19%
Googled your name	11%
Ran credit check	9%
Listened to voicemail greeting	6%
Required drug test	5%

Survey 11/08 – 1/09 VT Juniors and Seniors

\* (i.e., pirating music, movies, videos)

# SCENARIO:

Approximately 6 months before graduation you accept a position. One month before graduate you are offered another position that appears to be better for you professionally and personally.

- + What do you do?
- + Who would you talk to in order to make a decision?

Survey 11/08 – 1/09 VT Juniors and Seniors



# CAREER SERVICES OFFERS

## ✕ Career Counseling

- + Self-assessment tools
- + Career Exploration Class (3 credits)
- + Career Resource Center
- + VT CareerLink (alumni volunteers)

## ✕ Career-Related Experience

- + Externship Program (1 week shadowing)
- + Cooperative Education and Internship Program
- + Job listings and opportunities

# CAREER SERVICES, CONT.

## ✕ Job Search Preparation

- + Advising and workshops on job search strategies
- + Resume critiques
- + Mock Interview Program
- + Job fairs
- + Hokies4Hire
  - ✕ On-Campus Interviewing Program
  - ✕ Resume Search for Employers
  - ✕ Job Listings
- + Contacts and databases



# CAREER SERVICES, CONT.

- ✕ Graduate and Professional School
  - + Everything You Wanted to Know about Graduate School – workshop
  - + Entrance Examinations
    - ✕ Workshops
    - ✕ Test Drives with feedback
  - + Career Resource Center
  - + On-line resources: financial aid, scholarships, fellowships, tips, listings

# CAREER SERVICES: NEW INITIATIVES

- ✖ Increased marketing and promotions
- ✖ Job Search Challenge - March thru May
- ✖ Programs and services
  - + Resume Critique Marathons
  - + Mock Interview Marathons
  - + Job Clubs: 10
- ✖ Hire-A-Hokie Campaign (job listings)
- ✖ Campus Jobs for Students: Taskforce

Contacts with students: 29,619 (12% compared to 2007-08)



# RECENT ACTIVITIES

- ✗ Students choosing to extend educational experience at VT
- ✗ Increased students attending Graduate or Professional School
- ✗ Offers rescinded by companies
- ✗ Delayed start dates for graduates
- ✗ Students reneging contracts and taking other offers
- ✗ No jobs – concerned

# STATUS AT GRADUATION

May and Summer BS/BA Graduates  
2009 compared to 2008

- + Firm plans: 60.8% (-7.5)
- + Continuing education: 29.5% (1.3%)
- + Employed: 37.5% (-8.9%)
- + Still Seeking Employment: 32% (7.4%)

Post Graduation Survey

4,528 surveyed: 48.6% response rate

(April 13 to May 11, 2009)

BOV - Student Affairs Committee - 6/1/09



# **Career Services**

## **Smith Career Center**

West Campus Drive and Washington Street

540-231-6241

[www.career.vt.edu](http://www.career.vt.edu)



# A Review of Care Team and Threat Assessment Team

Tom Brown, Dean of Students

Wendell Flinchum, Chief of Police

June 1, 2009

# Care Team and Threat Assessment Team overview



# Care Team: History

- Function of the Dean of Students Office
- Formed in mid 1990's – Dean of Students and Residence Life
- Health and Counseling joined by late 1990's
- Governor's Panel recommendation – altered membership – fall 2007



# Care Team: Purpose

- Review student incidents from weekend
- Monitor continuing individual student cases
- Focus on the somewhat routine matters of crisis
- Coordination across departmental lines



# How does a student get on the Care Team list?

- Case staffing - Dean of Students staff
- Does student situation involve multiple departments?
- Extenuating circumstances requiring significant time and effort?
- Will “group think” benefit the student?



# Typical Care Team Concerns

- Personal/family crisis
- Mental/psychological issues
- Serious injury or illness of a students
- Student death


# Care Team Logistics

- Meetings
  - Once per week during the academic year – every other during the summer
- Manual
  - Procedures and protocol
  - Includes directory for “on-call” departments and staff

# Care Team Logistics

- Records
  - Kept in Dean of Students Office
  - Official minutes of meetings
  - Students tracked individually
  - Secured database within the Banner system
  - Allows for incoming reports from faculty/staff
  - Integrated with other student records





# Care Team Composition

## 12 members representing 9 departments

- Dean of Students (chair)
- Associate Dean of Students (convener)
- Dean of Students Case Manager
- Director of Residence Life
- Director of Judicial Affairs
- Director of Cook Counseling Center
- Cook Counseling Center Case Manager
- Director of Services for Students with Disabilities
- Director of Schiffert Health Center
- VT Police Department Case Manager
- Associate General Counsel
- University Registrar

# Care Team Composition

- Other department representatives may attend:
  - Fraternity and Sorority Life
  - Women's Center
  - International Center
  - Corps of Cadets
  - College Associate Dean

# Care Team case numbers

Semester	Number of cases
Spring 2009	84
Fall 2008	93
Spring 2008	133
Fall 2007	114
Spring 2007	39
Fall 2006	30
Spring 2006	28
Fall 2005	25



# Treat Assessment Team

- Presidential Charge – December, 2007

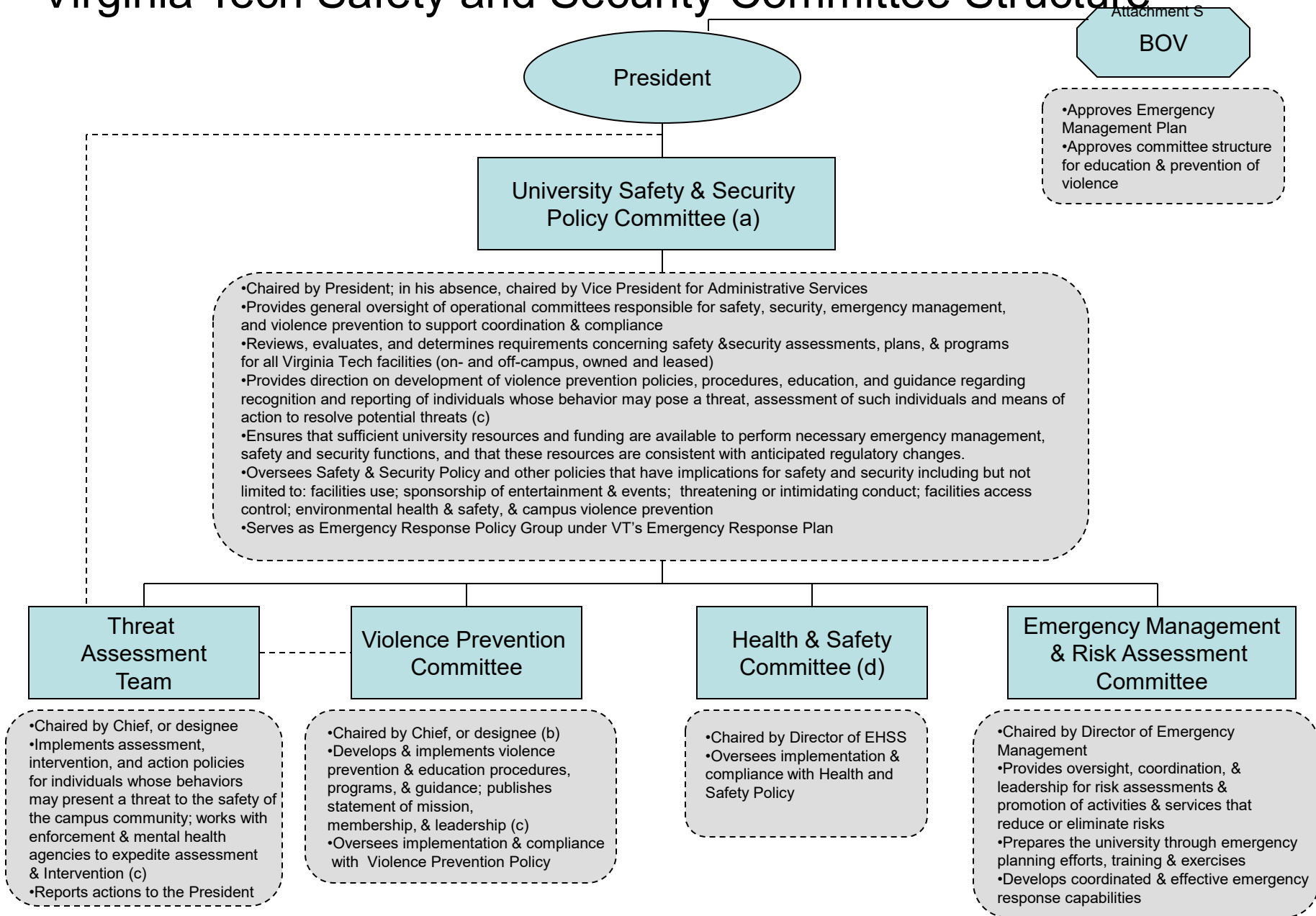
*The Threat Assessment Team (TAT) serves the entire VT community. The team convenes, assesses the situation at hand, and takes immediate preventative action when it believes one or more individuals pose a threat to the university community. The TAT will have full authority to act on behalf of the university and shall report all actions to the President.*



# Threat Assessment Team

- Commonwealth of Virginia Code § 23-9.2:10
  - Created Threat Assessment Team that includes
    - Law Enforcement
    - Mental Health professionals
    - Students Affairs
    - Human Resources
    - University Council
  - Also created Campus Violence Prevention Team

# Virginia Tech Safety and Security Committee Structure



Notes: (a) proposed replacement for current Policy Group/Committee; (b) recommended change of committee name and chair will require minor change to Violence Prevention Policy; (c) required by Va Code 23-9.2:10; (d) in process - not operative but defined under current Health & Safety Policy

VPAS (Feb 2009)

# Threat Assessment Team

Member	Department
Wendell Flinchum (chair)	Chief, VT Police
Tony Haga	Case Manager, VT Police
Tom Brown	Dean of Students
Pat Burton	Human Resources Manager
Rick Ferraro	Assistant VP for Student Affairs
Chris Flynn	Director, Cook Counseling Center
Daniel Wubah	Vice President & Dean for Undergraduate Education
Kay Heidbreder	General Counsel
vacant	Associate VP for Student Affairs

# TAT Protocol and Procedures

- Training
- Weekly meetings
- Record keeping
- Backup members
- Decision making



# TAT case numbers

Prospective Students	Students (undergrad & grad)	Employee	Other
9	53	14	9

# Care Team and Threat Assessment Team

- Working Relationship
  - Referrals
  - Liaison
  - Overlap in membership

# Student Affairs Assessment

**Dr. Cynthia Bonner,**  
**Chief of Staff and Director of Administration**  
**Division of Student Affairs**  
**([cbonner@vt.edu](mailto:cbonner@vt.edu))**

**Ms. Kimberle Badinelli,**  
**Associate Director of Administration**  
**for Communications and Marketing**  
**Division of Student Affairs**  
**([badinell@vt.edu](mailto:badinell@vt.edu))**



# Overview of Presentation

- **The Assessment Cycle**
- **Program Review Process**
- **Establishment of Learning Outcomes**
- **Assessment Education**
- **Collaborations**
- **Assessment Tools**

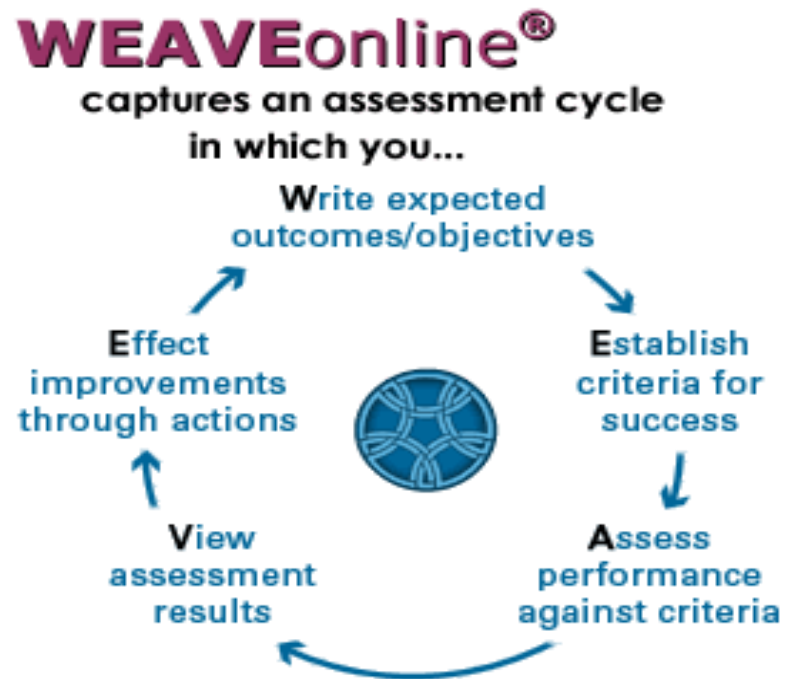
# The Assessment Cycle

Attachment S

(Bresciani, 2003)

- **The key questions:**
  - What are we trying to do and why? or
  - What is my program supposed to accomplish?
  - How well are we doing it?
  - How do we know?
  - How do we use the information to improve or celebrate successes?
  - Do the improvements we make work?

# Assessment Cycle



# Comprehensive Program Review

- **In-depth look at each department in division, focusing on:**
  - Mission and goals
  - Outcomes assessment
  - Budget, staffing, and resources
- **Compare department to standards or industry benchmarks**
  - CAS Professional Standards for Higher Education
  - Accrediting Body Standards
  - Professional Association Benchmarks

# Program Review Process

- **Departmental self assessment**
- **Peer review and/or external review as appropriate**
- **Generate report of findings and recommendations**
- **Present recommendations to division's Executive Leadership Group for approval**

# Program Review Cycle

Attachment S

## ● 2006-2007

- Cranwell International Center
- Judicial Affairs
- Services for Students with Disabilities
- Student Activities
- University Unions

## ● 2007-2008

- Career Services
- Housing Services
- Recreational Sports

## ● 2008-2009

- Alcohol Center
- Corps of Cadets
- Dining Services
- Fraternity and Sorority Life
- Multicultural Programs and Services
- Residence Life

## ● 2009-2010

- Cook Counseling Center
- Dean of Students Office
- Schiffert Health Center

# Division of Student Affairs Assessment

Attachment S

- **Each department will establish at least two measurable outcomes, consistent with departmental mission and goals**
- **At least one outcome must be a student learning outcome**
- **Target measures will be established for each outcome**



# Career Services Example

- **Goal:** Foster student engagement in work-integrated experiential education opportunities to prepare students for success in a diverse, global marketplace.
- **Outcome/Objective:** Students who attend Career Services appointments or group sessions for seeking career-related experience during college will know and do certain things as a result.

# Career Services Cont.

- **Externship Program Achievement Target:** 80% of externship participants will rate their externship experience as beneficial or very beneficial.
- **Assessment Results:** 97% of participants found their externship experience to be beneficial or very beneficial. However the number of program participants was low.
- **Action Plan:** Externship program was moved in 2009 from January to May to increase participation

# Services for Students with Disabilities (SSD) Example

Attachment S

- **Goal:** Facilitate the transition of students with disabilities from high school to college to the work place.
- **Outcome/Objective:** As a result of using services through the SSD office, the student will demonstrate measures of intellectual growth.

# Services for Students with Disabilities Cont.

Attachment S

- **Achievement Target:** 60% of students enrolled in the SSD academic coaching program will be successful academically.
- **Assessment Results:** Data analysis showed that 77% of students enrolled in academic coaching saw academic improvement and/or remained in good academic standing.
- **Action Plan:** Convert a vacant assistant director position to add a second academic coach to SSD staff.

# Dining Services Example

- **Goal:** Enhance Dining Services nutritional and wellness program.
- **Outcome/Objective:** Students will understand those components of nutrition which will allow them to live a healthy lifestyle.

# Dining Services Cont.

- **Achievement Target:** Surveys of students prior to start of program and surveys after the program will show a positive change in nutrition knowledge.
- **Assessment Results:** Survey of students completed in late November, 2008 compared with survey completed in early September, 2008 revealed a 10% increase in nutrition knowledge.
- **Action Plan:** Increase participation in online nutrition class, individual consultations with dietitian, and access to informational table cards.

# Assessment Education

- **Division Assessment Forums**

- **Fall 2008**

- Departmental Assessment Reports
- Utilization of Student Voice Review

- **Spring 2009**

- Institutional Review Board (IRB)
- Sampling Techniques
- Career Services Swipe Card System



# Higher Education Program Assessment Collaborations

Attachment S

- **08/09 Academic Year**

- University Chartered Student Organizations – Student Activities
- Leadership Development – Student Activities
- Living & Learning Study – Residence Life
- Profile of Today's College Student – Office of the VP
- Greek Life – Fraternity & Sorority Life
- Outcomes of Hearings Study – Judicial Affairs

- **09/10 Academic Year**

- Educational Sanctions – Judicial Affairs
- Honors Learning Community – Residence Life
- Profile of Today's College Student – Office of the VP
- Judicial Hearings Study – Judicial Affairs
- Leadership Benchmarking – Student Activities
- Dean of Students Advocacy Study – Dean of Students Office

# Assessment Tools

- Benchmark studies
- Generic survey tools
  - [survey@vt.edu](mailto:survey@vt.edu)
  - Survey monkey
- **Student Voice**

### Community & Collaboration

StudentVoice's virtual higher education assessment community provides opportunities to learn from other campuses and contribute to the national dialogue on assessment.

### Technology & Innovation

Driven by input from StudentVoice Member Campuses, our cutting-edge and interconnected software platform is designed specifically for higher education assessment practice.

### Resources & Content

Through the combined effort of Member Campus users and a team of StudentVoice Assessment Consultants, campuses have access to an extensive assessment library with department-specific resources.

### Consultation & Best Practices

A team of experienced higher education professionals will share assessment strategies and can assist with planning and implementing your assessment initiatives.

# Student Voice: A Comprehensive, Holistic Assessment Platform

Attachment S

- **Fundamentals**

- Basic tools – PDA's; on-line; assessment plans & instruments; consultation

- **Management**

- Documentation – Strategic plans, reports, annual reports
- Seamlessly presents evidence of achievement & outcomes

- **Tracking**

- Data Linkages – student demographics TO activity participation TO assessments taken TO programs attended, etc.

# Student Voice: A Specialized Platform for Higher Education

Attachment S

- **Access**
- **Web Assessments**
- **PDA Assessments**
- **Data Reporting**
- **Project Dashboard**
- **Centralized Data Storage**

# Benchmarking Partnerships

- **NASPA** – Student Affairs Administrators in Higher Education
  - Profile of Today's College Student
- **NACA** – Nat'l. Assoc. of Campus Activities
- **NIRSA** – Nat'l. Intramural-Recreational Sports Association
- **SEACnet** – Southeastern Atlantic Coast Career Network

# Other Benchmarking Opportunities

- **Leadership Development**
- **New Student Orientation Benchmarking Study**
- **Parent Involvement & Expectations**



# Student Voice – Other Services

- **Archival Data**
- **Upload Outside Study Data**
- **Consultations & Study Design**
- **Customer Service**

# Fraternity & Sorority Life Benchmarking Study

Attachment S

- **Learning outcome driven**
- **Review of multi-school Fraternity & Sorority Life studies**
- **Review of Fraternity & Sorority Life benchmarking studies**
- **Savings of approximately \$15,000.**

# Virginia Tech DSA Utilization of Student Voice

Attachment S

- **Year #1 (2007-2008)**
  - Fall '07: 39 surveys from 13 units
  - Spring '08: 35 surveys from 12 units
- **Year #2 (2008-2009)**
  - Fall '08: 31 surveys from 11 units
  - Spring '09: 34 surveys from 10 units
- **Year #3 (2009-2010)**
  - Fall '09: 2 surveys planned from 2 units
  - Spring '10: 2 surveys planned from 2 units

# Summary

- **Program Achievements**

- Learning outcomes and program outcomes are defined throughout the division departments
- Created a culture of assessment within all departments
- Partnered with Student Voice

- **DSA Assessment Goals**

- Maintain and improve the educational components of the overall program
- Work toward an enhanced role of assessment within the division
- Close the assessment gap by expanding the reporting structure and utilizing assessment data for program improvement.

## MINUTES

April 23, 2009

The Executive Committee of the Board of Visitors of Virginia Polytechnic Institute and State University met on Thursday, April 23, 2009, at 4:00 p.m. on the Virginia Tech campus at The Inn at Virginia Tech, Draper's Meadow Room.

### Present

Mr. Ben J. Davenport, Jr.\* (by telephone)  
 Ms. Michele L. Duke  
 Mr. John R. Lawson, II  
 Mr. George Nolen  
 Mr. James Smith\* (by telephone)  
 Dr. Lori Wagner

### Absent

Also present were President Charles Steger, Ms. Kay Heidbreder, Esq., Mr. Dwight Shelton, Ms. Kim O'Rourke, Mr. Ralph Byers, Mr. Tim Hodge, Mr. Larry Hincker. Members of the press who were present included Ms. Holly Pietrzak and a photographer from WDBJ-TV, Mr. Greg Esposito of the *Roanoke Times*, and a student from the *Collegiate Times*.

\*Note that the public was given appropriate notice of the official meeting location and the locations of both members that participated telephonically.

\* \* \* \* \*

Rector Lawson convened the meeting.

\* \* \* \* \*

Mr. Shelton, Vice President for Finance and Chief Financial Officer, provided a detailed explanation of the proposed tuition and fee rates package for 2009-10, including the accompanying schedules. (Copy filed with the permanent minutes and marked Attachment A.) He explained that the university was underfunded by \$67 million in October 2008, and that number has grown to more than \$80 million underfunded as a result of the latest budget cuts. The university has experienced a \$42 million reduction in its base budget. The American Recovery and Reinvestment Act of 2009 (ARRA), better known as the federal stimulus package, distributed stimulus funds to the states and required the mitigation of tuition increases for in-state students. This is essentially a two-year grant, although the General Assembly must appropriate the funds in each of the two years. Calling the Executive Committee's attention to Schedules 5 and 6, he noted that the proposed tuition increase for in-state undergraduate students is 6.9 percent, but using the ARRA Mitigation Grant, the net effect to students will be a 5.0 percent increase. President Steger explained that this approach is proposed because the federal stimulus funds will be discontinued after two years.

Asked whether the university will maintain the same average length of time to graduation in light of the budget cuts, President Steger replied that it becomes more difficult to do so with each round of cuts. Moreover, over the past four years, the university has enrolled an additional 2000 students for which it receives no support from the state, although the cost to educate these additional students is about \$10 million in addition to the tuition they pay. In response to a question about the impact of higher tuition on out-of-state enrollments, Mr. Shelton replied that several years ago when out-of-state tuition was raised in the midst of a recession, there was a significant decrease in out-of-state enrollment. He called the Committee's attention to pages 9 and 10 of the narrative and pointed out that the proposed non-resident tuition and mandatory E&G fees are 119 percent of the Average Cost of Education, and thus are in compliance with state tuition policy, which mandates that non-residents pay at least 100 percent of the Average Cost of Education. President Steger added that on average, 55 percent of tuition revenue comes from out-of-state students even though they comprise less than 30 percent of the university's overall enrollment. Mr. Shelton stated that in terms of total costs in every category (in-state, out-of-state, undergraduate, graduate), Virginia Tech is expected to maintain the same relative ranking to its peers and other Virginia schools. Members of the Executive Committee discussed whether the state was doing its share to take care of in-state students.

\* \* \* \* \*

A motion was made by Mr. Davenport and seconded by Ms. Duke, a roll call vote was taken, and the motion was approved unanimously by the Executive Committee on behalf of the full Board:

**Resolution to Approve  
Tuition and Fee Rates for 2009-10**

**That the resolution setting tuition and fee rates for 2009-10, effective Fall Semester 2009, be approved.** (Copy filed with the permanent minutes and marked Attachment A.)

**Note:** As stipulated in the By-laws of the Board of Visitors of Virginia Polytechnic Institute and State University, Article 1, Section 6a:

[The Executive] Committee, in the interim between meetings of the Board, has full power to take actions on behalf of the Board. All actions taken by the Executive Committee are subject to ratification by the full Board at its next meeting.

Ms. Duke thanked President Steger, Mr. Shelton, and the staff for all of their efforts to minimize tuition increases and mitigate the impact of budget reductions on academic programs.

\* \* \* \* \*

### **Motion to begin Closed Session**

At approximately 4:40 p.m., Mr. Nolen moved that the Executive Committee convene in a closed meeting, pursuant to § 2.2-3711(A)(7), Code of Virginia, as amended, for the purpose of discussing:

- Discussion of litigation that has been filed against Virginia Tech, its officers, agents, and employees.

The motion was seconded by Ms. Duke, a roll call vote was taken, and the motion passed unanimously. Mr. Davenport and Mr. Smith, who were participating by telephone, each confirmed verbally that he was alone and in a private location.

(Note: Mr. Davenport, who was participating by telephone, departed at 5:05 p.m.)

\* \* \* \* \*

### **Motion to Return to Open Session**

Following the Closed Session, Rector Lawson called the meeting to order and asked Mr. Nolen to make the motion to return to open session.

Mr. Nolen made the following motion:

WHEREAS, the Executive Committee of the Board of Visitors of Virginia Polytechnic Institute and State University has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Board of Visitors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Executive Committee of the Board of Visitors of Virginia Polytechnic Institute and State University hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Executive Committee of the Board of Visitors.

The motion was seconded by Ms. Duke, a roll call vote was taken, and the motion passed unanimously.

\* \* \* \* \*



The date for the next full Board meeting is June 1, 2009, at the Virginia Tech campus.

\* \* \* \* \*

The meeting adjourned at 5:40 p.m.

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John R. Lawson, II, Rector

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Kim O'Rourke, Secretary

## **RESOLUTION TO RATIFY ACTION OF THE EXECUTIVE COMMITTEE OF THE BOARD OF VISITORS**

**WHEREAS**, the Bylaws of the Virginia Tech Board of Visitors, Article I, Section 6a, stipulate that the Executive Committee of the Board in the interim between meetings of the Board has full power to take actions on behalf of the Board and that all such actions taken by the Executive Committee are subject to ratification by the full Board at its next meeting; and

**WHEREAS**, because the university had insufficient time to analyze the budget implications of the one-time federal stimulus funds that were being provided to the state and the associated requirement to mitigate tuition increases for in-state students in order to make tuition and fees recommendations for 2009-10 at the March 23 Board meeting; and

**WHEREAS**, the Executive Committee of the Board was convened by the Rector on April 23, 2009, to act upon the tuition and fees recommendations; and

**WHEREAS**, the next meeting of the full Board of Visitors is scheduled for June 1, 2009;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors of Virginia Polytechnic Institute and State University hereby ratifies the action taken by the Executive Committee of the Board on April 23, 2009 (attached), which includes:

- Resolution Regarding 2009-10 Tuition and Fees

### **RECOMMENDATION:**

That the above resolution ratifying the action taken by the Executive Committee of the Board of Visitors at a special meeting convened on April 23, 2009, for the purpose of setting tuition and fees for 2009-10, be approved.

June 1, 2009

**Proposed Tuition and Fee Rates for 2009-10****EXECUTIVE COMMITTEE****April 20, 2009****Development of 2009-10 Tuition and Fee Rates**

The University traditionally developed tuition and fee proposals in February and March of each year. The final rates were submitted to the Board of Visitors in April. This process allowed the University to incorporate into the tuition and fee proposals the impact of actions taken by the General Assembly session each year. For 1996-97 the University altered the timetable for the development and approval of tuition and fee rates because of increasing demands to provide tuition and fee charges earlier to university offices and to students and parents. This is particularly important for prospective students who are considering other institutions. Finalizing these rates earlier in the year helps students plan for the financial costs of the upcoming academic year, helps students make decisions such as attendance at summer school, and allows the University Scholarships and Financial Aid Office to deliver more timely and effective financial aid award information to current and prospective students.

At the March 23, 2009 Board of Visitors Meeting, the Board received an update on the development of 2009-10 tuition and fees. At that time, state officials were still working to obtain a thorough understanding of the appropriate use of the federal stimulus funds. In addition, representatives of both bodies indicated that amendments to the state budget were expected during the Reconvened Session in April. Based on these comments, the proposed state budget was not deemed final and the University was unable to finalize tuition and fee recommendations at that time. Subsequently, the reconvened session adjourned on April 8, 2009 without significant change to the budget. Now that the Reconvened Session has concluded, the University fully understands the state budget; thus, the University is able to recommend the 2009-10 tuition and fee package to the Board for approval.

**Tuition****History of Tuition Legislation in Virginia**

The period of 1989 to 2009 was one of significant change in tuition policies and rates. The substantial growth in tuition continues to be a source of increasing concern to institutions of higher education, students, parents, and state officials.

During the period of 1989 to 1996, tuition increased dramatically across the Commonwealth because of the decline in General Fund support for higher education. At Virginia Tech, undergraduate tuition increased by 49 percent for resident students

and 91 percent for nonresident students in the six-year period 1989-90 to 1995-96 during six rounds of reduction in state General Fund support.

In 1994 the Appropriation Act included language which established tuition rate growth caps of three percent for resident students and 7.5 percent for nonresident students for each year of the biennium. For 1996-97 through 1998-99, the Appropriation Act included language to freeze tuition for Virginia undergraduates at the 1995-96 level. The 1999 General Assembly approved a 20 percent reduction in tuition and mandatory Educational and General fees for Virginia undergraduate students and offset the reduction in revenue by providing new General Fund support. The 2000 Appropriation Act included language to continue tuition and mandatory Educational and General fees at 1999-00 levels for Virginia undergraduate students during the 2000-02 biennium.

To address state revenue shortfalls, language in the 2002 Appropriation Act provided authority to increase tuition and mandatory Educational and General fees for Virginia undergraduate students by 9.0 percent. The 2003 General Assembly allowed for the annualization of the spring 2003 tuition increases and limited increases in tuition and mandatory Educational and General fees for Fall 2003 for Virginia undergraduate students to five percent plus nongeneral fund cost assignments.

The authority granted by the 2004 General Assembly continues for 2009-10 and establishes that "The Board of Visitors . . . of institutions of higher education may set tuition and fee charges at levels they deem to be appropriate for all resident student groups based on, but not limited to, competitive market rates, provided that the total revenue generated by the collection of tuition and fees from all students is within the nongeneral fund appropriation for educational and general programs provided in the act."

Effective July 1, 2006, the University entered into a management agreement with the Commonwealth of Virginia. A critical element of this agreement is the reaffirmation of the Board of Visitors' authority to establish tuition and fee rates. This rate setting authority, coupled with the sum sufficient revenue authority to establish nongeneral fund appropriations as provided in the management agreement, provides a much more stable environment for planning and establishment of future tuition and fee rates.

For 2007-08, the 2007 General Assembly established a Tuition Incentive for allocation to institutions contingent upon limiting the increase of tuition and E&G fees for in-state undergraduate students to 6 percent plus in-state undergraduate financial aid. The 2008 General Assembly continued the incentive fund concept to encourage institutions to limit the in-state undergraduate tuition and E&G fee increases to 3 percent for E&G operations and 1 percent for student financial aid in 2008-09.

The 2009 General Assembly included language in the adopted budget reiterating the intent of the federal American Recovery and Reinvestment Act of 2009 (ARRA) to "mitigate the need to raise tuition on in-state students at public colleges and universities," and requiring the State Council of Higher Education for Virginia to report to the Governor and the General Assembly any Educational and General program tuition

and fee increases at public institutions in Virginia. This information will be part of the federal reporting process on the ARRA. During the 2009 General Assembly Session, colleges and universities statewide reviewed with state leaders the need for larger increases due to reductions in state support. However, based on the General Assembly's appropriation of federal stimulus funds to higher education institutions, state budget-writers verbally expressed the expectation that institutions would not need to increase tuition to Virginia residents beyond 5 percent.

### **American Recovery and Reinvestment Act Mitigation Grant**

The federal American Recovery and Reinvestment Act of 2009 was signed into law on February 17, 2009. This federal economic stimulus plan injects \$787 billion into the American economy over the next two years through public works projects, tax reductions and incentives, and direct aid to states. Based on population and need, Virginia will receive approximately \$4.8 billion from the stimulus package over the next two years. These funds are statutorily directed to Medicaid, workforce development programs, transportation and highway repairs, and community development and other social programs. The portion that immediately affects Virginia Tech is Title XIV: the State Fiscal Stabilization Fund. Of the total stimulus to Virginia, \$1.2 billion is directed to help meet critical state budget shortfalls. Of this, \$984 million is directed towards education, 26 percent of which will be used to assist institutions of higher education in Virginia. This will result in approximately \$126 million of aid to higher education in each of fiscal years 2009-10 and 2010-11. Virginia Tech will receive \$17.3 million of the federal stimulus funding for 2009-10. Section 14004 of Title XIV of the ARRA states that the stimulus funding for higher education is to be used as follows:

*A public institution of higher education that receives funds under this title shall use the funds for education and general expenditures, and in such a way as to mitigate the need to raise tuition and fees for in-State students, or for modernization, renovation, or repair of institution of higher education facilities that are primarily used for instruction, research, or student housing, including modernization, renovation, and repairs that are consistent with a recognized green building rating system.*

While the 2009 General Assembly left intact the 15 percent base budget reduction in state support for higher education as proposed in the December 17, 2008 Executive Budget, the state budget reiterates the federal intent of the funding to "mitigate the need to raise tuition on in-state students at public colleges and universities." To that end, the General Assembly included language that requires the State Council of Higher Education for Virginia to report to the Governor and the General Assembly any Educational and General program tuition and fee increases at public institutions in Virginia. The Commonwealth will report this information to the federal government in accordance with the ARRA.

Consistent with the intent of this legislation, the University recommends the creation of the ARRA Mitigation Grant Program for all in-state undergraduate students in 2009-10 to be supported by the appropriation of federal funds. Under this program, each in-state

undergraduate student will receive a student financial aid grant to mitigate the cost of the tuition and E&G fees.

**This will result in a net cost increase of 5 percent in instructional costs for 2009-10.** The grant would be established to reflect the University's standard pricing structure including the special rates for teachers and study abroad. The following annual award is recommended:

Full-Time Students

	Proposed <u>2009-10</u>
Resident Undergraduate	\$130

The semester rates equal one-half of the annual rates.

Part-Time Students

For consistency with the University's tuition structure, the ARRA Mitigation Grant for part-time resident undergraduates will be derived from the full-time award and directly related to the number of credit hours taken. For calculation purposes, the full-time undergraduate semester grant is divided by 12 credit hours. The proposed per hour ARRA Mitigation Grant awards for 2009-10 would be:

	Proposed <u>2009-10</u>
Resident Undergraduate	\$5.50/hour
Resident Undergraduate – Teacher	\$3.00/hour
Resident Undergraduate – Study Abroad	\$4.00/hour

**Tuition**

The University would normally utilize the two scenarios of the 2008-2014 Six-Year Financial Plans that were developed in accordance with state guidelines, as approved by the Board in September 2007, as the framework for the development of tuition and E&G fees based on the level of General Fund support provided by the 2009 General Assembly. However, the mitigation of in-state tuition rate associated with the federal stimulus funds and guidance from the Virginia General Assembly superseded the traditional development process. This proposal was developed in accordance with the guidance in Title XIV of the state fiscal stabilization fund of the ARRA as well as guidance from the Virginia General Assembly and is intended to be established concurrent with the ARRA Mitigation Grant program to enact a net 5 percent increase in tuition and E&G fees for resident undergraduate students in 2009-10.

The annual rates proposed for 2009-10 are shown below:

Full-Time Students

	<u>Actual 2008-09</u>	<u>Proposed 2009-10</u>
<u>Undergraduate</u>		
Resident	\$ 6,332	\$ 6,769*
Nonresident	18,789	19,522
<u>Graduate</u>		
Resident On-Campus	7,869	8,262
Nonresident On-Campus	14,830	15,572
Resident Off-Campus	8,772	9,210
Nonresident Off-Campus	15,937	16,734

\* Gross price before \$130 ARRA Mitigation Grant to all full-time resident undergraduates. This will result in a net cost increase of 5 percent in instructional costs for 2009-10.

The semester rates equal one-half of the annual rates.

Part-Time Students

Part-time tuition charges for all student categories are derived from the full-time rate and are directly related to the number of credit hours taken. For tuition calculation purposes, the full-time undergraduate semester rate is divided by 12 credit hours and the full-time graduate student semester rate is divided by nine hours. The proposed per hour charges for 2009-10 are:

	<u>Actual 2008-09</u>	<u>Proposed 2009-10</u>
<u>Undergraduate</u>		
Resident	\$263.75/hour	\$282.00/hour *
Nonresident	783.00/hour	813.50/hour
<u>Graduate</u>		
Resident On-Campus	437.25/hour	459.00/hour
Nonresident On-Campus	824.00/hour	865.00/hour
Resident Off-Campus	487.25/hour	511.75/hour
Nonresident Off-Campus	885.50/hour	929.75/hour

\* Gross price before ARRA Mitigation Grant to resident undergraduates. This will result in a net cost increase of 5 percent in instructional costs for 2009-10.



### Veterinary Medicine

When the Virginia-Maryland Regional College of Veterinary Medicine was formed, the two states agreed to provide equal contributions (per student) to the instructional operating budget. It was also agreed that both Virginia and Maryland students would pay the same resident tuition rate. The tuition agreement has been sustained since the first class was admitted. Until 1996-97 only residents of Virginia and Maryland were admitted for study in the professional veterinary medicine curriculum.

Effective for the Fall 1996, the enrollment policy was modified to admit 10 nonresident students (i.e. non-Virginia and non-Maryland residents) per year until fully implemented in the Fall of 1999. This resulted in a total enrollment of 40 nonresident students. This change did not affect the enrollment totals for Virginia or Maryland. Effective for Fall 2009, the enrollment policy will be modified again to admit 15 nonresident students per year until fully implemented in the Fall of 2012.

Each year the tuition proposal is reviewed with the Virginia-Maryland Regional College of Veterinary Medicine Budget and Program Review Board (established to review the college's budget and comprised of representatives from Virginia Tech and the University of Maryland). The University, in conjunction with the Budget and Program Review Board, proposes to increase the tuition rates for all veterinary medicine students for 2009-10. The current and proposed annual tuition rates are displayed below:

	Actual <u>2008-09</u>	Proposed <u>2009-10</u>
Virginia-Maryland Students	\$14,570	\$15,299
Nonresident Students	35,334	37,101

### **Special Tuition Rates**

#### Special Tuition Rate for Elementary and Secondary School Personnel

The original policy regarding special tuition rates for elementary and secondary school personnel was approved in 1984 and allowed public school teachers to attend graduate classes at Virginia Tech on a reduced tuition schedule for purposes of recertification. Recertification is a statewide requirement that can strengthen the total education system. The original policy underscored the University's commitment to improving the quality of elementary and secondary education through the continued education of elementary and secondary school teachers.

In January 1989 the Board of Visitors approved a revised policy. Teachers, counselors, administrators, and supervisors employed by elementary and secondary school systems in the Commonwealth of Virginia may enroll in graduate classes, both on-campus and at off-campus locations, and pay approximately 60 percent of the authorized tuition rate. The Board of Visitors also expanded the policy in two ways. First, all elementary and secondary school personnel are now eligible for the reduced

tuition rate. Second, all graduate hours qualify for the plan, not just recertification hours. Further, elementary and secondary school personnel may enroll in an unlimited number of graduate courses for the purpose of recertification or for an advanced degree.

In February 1999 the Board of Visitors approved an expansion of the special tuition rate to include undergraduate-level courses for vocational teachers who do not have a bachelor's degree.

The special instructional fees for elementary and secondary school personnel are 60 percent of the corresponding on-campus rates. The following table shows the proposed special rates per credit hour for 2009-10 Virginia residents:

	Actual <u>2008-09</u>	Proposed <u>2009-10</u>
Undergraduate	\$158.00/hour	\$169.00/hour*
Graduate	262.00/hour	275.00/hour

\* Gross price before ARRA Mitigation Grant to resident undergraduates. This will result in a net cost increase of 5 percent in instructional costs for 2009-10.

#### Special Tuition Rate for Study-Abroad Programs

Providing the opportunity for students to study abroad is an important strategy in strengthening the international programs of Virginia Tech. The Board of Visitors has previously approved a special tuition rate for students who participate in the various study-abroad programs operated by the University. The special tuition rate reflects instructional services that all students receive, but excludes the cost of on-campus services.

In 2008-09 the study abroad rate was 80 percent of the on-campus tuition rates. The University proposes to continue the special tuition rate for study-abroad programs. Consistent with prior years, the special tuition rate for study abroad would not apply for students studying at the Center for European Studies and Architecture. The following table shows the proposed special rates per credit hour for 2009-10:

	Actual <u>2008-09</u>	Proposed <u>2009-10</u>
Undergraduates		
Resident	\$211.00/hour	\$226.00/hour *
Nonresident	626.00/hour	651.00/hour
Graduates		
Resident	350.00/hour	367.00/hour
Nonresident	659.00/hour	692.00/hour

\* Gross price before ARRA Mitigation Grant to resident undergraduates. This will result in a net cost increase of 5 percent in instructional costs for 2009-10.

## **Educational and General Fees**

### **Academic Fee**

To meet the Board's identified priority of supporting the Educational and General program of the institution, an academic fee was established in 2004-05 for all students. The revenue is allocated to support the academic quality of the University's Educational and General program. A \$36 increase in the regular session fee is recommended for 2009-10. Part-time students pay one-half of the fee. The discounts applicable to tuition for Virginia elementary and secondary school personnel and for study-abroad programs are also continued for the academic fee.

		Actual 2008-09 <u>Annual Fee</u>	Proposed 2009-10 <u>Annual Fee</u>
Full-time			
	Regular	\$ 525.00	\$ 561.00
	Virginia School Personnel	315.00	336.60
	Study Abroad	420.00	448.80
Part-time			
	Regular	262.50	280.50
	Virginia School Personnel	157.50	168.30

### **Technology Service Fee**

In accordance with the language in the 1998 Appropriation Act, the University implemented an Educational and General technology service fee effective with the 1998 fall semester. The fee is \$38 per academic year. Part-time students pay half the full-time rate. The technology fee is paid by all students. A \$2 increase in the technology service fee is recommended for 2009-10. For 2009-10, the technology fee will be \$40 or \$20 per semester for full-time students.

### **Capital and Equipment Fee**

The 2003 General Assembly required the establishment of a capital fee to be assessed to all nonresident students at institutions of higher education for 2003-04 to pay a portion of the debt service on bonds issued under the 21<sup>st</sup> Century Program. The 2004 General Assembly increased the nongeneral fund portion of lease payments for the 2004-06 allocation of equipment under the Higher Education Equipment Trust fund and stipulated the source of the nongeneral funds be an increase in fees for nonresident students at public institutions of higher education starting in 2005-06. The 2007 General Assembly increased the amount of debt service to be funded by nonresident students starting in 2007-08. The 2009 General Assembly further increased the amount of debt service to be funded by nonresident students beginning in 2009-10.

The capital and equipment fee for 2009-10 will increase \$220 resulting in a \$390 per academic year or \$195 per semester fee for full-time students. Part-time students pay one-half the full-time rate. The capital and equipment fee will be paid by all nonresident students.

### **Average Cost of Education**

The Commonwealth of Virginia has a well-established methodology for computing the per student educational cost for colleges and universities. This process identifies the average educational cost for all undergraduate and graduate students, including part-time and full-time students taking classes at both on-campus and off-campus locations. The Average Cost of Education does not include specialized programs such as veterinary medicine.

Until 2004, the Average Cost of Instruction was utilized as the measure of per student instructional cost. The Average Cost of Instruction identified the instructional cost components within the Educational and General appropriation and computed an average instructional cost.

In 2004, a new state policy replaced the Average Cost of Instruction with the Average Cost of Education. The Average Cost of Education is the instructional funding need generated by the base budget adequacy model. The Average Cost of Education is not comparable to the Average Cost of Instruction due to the differences in methodology.

The Average Cost of Education now serves as the basis for insuring that nonresident undergraduate and graduate students cover at least 100 percent of the average cost of their education as the General Assembly instructed colleges and universities in the 1991 legislative session. Nonresident tuition and mandatory E&G fee rates for the upcoming academic year are examined against the Average Cost of Education in the prior year to insure they cover 100 percent of the Average Cost of Education. Commonwealth policy continues to allow the university to recover the full cost from nonresidents as a group.

The following table presents the Average Cost of Education and percentages by student category for 2009-10. The Average Cost of Education is estimated to be \$15,805. The proposed Virginia Tech nonresident tuition and mandatory E&G fees are 119 percent of the Average Cost of Education and are in compliance with state tuition policy. Average percentages by individual student category are as follows:

	<u>Amount*</u>	<u>% of Average</u>
Average Cost of Education	\$15,805	
<u>Undergraduates</u>		
Residents	7,240	46%
Nonresidents	20,123	127%
<u>Graduates</u>		
Residents	8,863	56%
Nonresidents	16,173	102%
<u>Residency</u>		
Residents		47%
Nonresidents		119%

\*Amount includes proposed tuition, academic fee, and technology fee for 2009-10.

### **Comprehensive Fee**

In 2008-09, students attending Virginia Tech paid a Comprehensive Fee totaling \$1,303 to support six different services. The Student Activity Fee, the Health Service Fee, the Athletic Fee, the Bus Fee, the Recreational Sports Fee, and the Student Services Fee are consolidated into one fee in order to streamline the process for collecting and accounting for these charges. The \$1,303 per student fee is the lowest Comprehensive Fee charged by any four-year institution in Virginia. Comprehensive fees at the other five doctoral institutions range from \$1,787 to \$4,063. Individual descriptions and recommended amounts for 2009-10 are given below for each component of the Comprehensive Fee.

#### **Student Activity Fee**

Full-time students currently pay \$303 annually for the Student Activity Fee, which covers the debt retirement, maintenance and operation of the student centers, and supports student activities as determined by the Student Budget Board. Part-time students pay one-half of this fee. A \$22 increase in the Student Activity Fee is recommended for 2009-10 to cover facility and maintenance costs. If approved, the current \$303 per year charge will be replaced by a \$325 annual, or \$162.50 per semester, charge in the 2009-10 academic year.

#### **Health Service Fee**

Full-time students currently pay \$304 per year for normal medical and nursing attention and counseling services provided by Schiffert Student Health Services, Cook Counseling Center, and Virginia Tech Rescue Squad operations. Part-time students may elect to pay the fee for health service coverage. A \$16 increase in the Health

Service Fee is recommended for 2009-10 to cover adjustments to personnel services costs for additional Cook Counseling Center Staff, operating and equipment needs of the Virginia Tech Rescue Squad, and debt service and planning costs for facility improvements and maintenance. If approved, the current \$304 per year charge will be replaced by a \$320 annual, or \$160 per semester, charge in the 2009-10 academic year.

### **Athletic Fee**

Full-time students currently pay \$232 per year, or \$116 per semester, to support a portion of the athletic program operations. Part-time students may elect to pay the Athletic Fee. The student fee revenue covers the costs of athletic administration and sponsoring intercollegiate varsity sports that do not generate revenue. This fee entitles students to free admission into sporting events. No change in the Athletic Fee is proposed for 2009-10. The Athletic Fee has not increased since Fall 1998.

### **Bus Fee**

Students enrolled at Virginia Tech have unlimited access to bus transportation provided by the Blacksburg Transit System through a contract the University negotiates with the Town of Blacksburg each year. In the current year, students pay \$96 per year, or \$48 per semester, for unlimited ridership. Part-time students pay one-half of the fee. An estimated 2.4 million student trips on the Blacksburg Transit will occur in 2008-09. In addition to the convenience for students, the bus system saves the University considerable resources by lowering requirements for on-campus parking. No change in the Bus Fee is proposed for 2009-10.

### **Recreational Sports Fee**

Full-time students currently pay \$188 annually for the Recreational Sports Fee, which supports debt retirement, maintenance, operations, intramural and extramural sports club programs, and recreational activities. Part-time students pay one-half of the full-time fee. A \$17 increase in the Recreational Sports Fee is recommended for 2009-10 to cover legislated wage increases and debt service and planning costs for facility improvements. If approved, the current \$188 per year charge will be replaced by a \$205 annual, or \$102.50 per semester, charge in the 2009-10 academic year.

### **Student Services Fee**

Full-time students currently pay \$180 annually for the Student Services Fee, which supports the debt retirement, operation, and maintenance of the Career Services facility; non self-supporting student services components of the Hokie Passport Office, including the cost of new student IDs; a portion of the Office of Judicial Affairs; and the cost of maintaining the campus wireless network.

While no fee increase is necessary to support Hokie Passport Office or Judicial Affairs, an \$8 decrease in the Career Services component of the fee is proposed to offset a

portion of the \$15 increase in the wireless network component of the Student Services Fee to cover the cost of the University's technology infrastructure and ensure a sustainable network environment with unlimited access for students. If approved, the current Student Services Fee of \$180 will be replaced with a \$187 annual, or \$93.50 per semester, fee in the 2009-10 academic year. Part-time students would pay one-half of this fee.

### **Summary of Comprehensive Fee**

	Actual 2008-09 <u>Annual Fee</u>	Proposed 2009-10 <u>Annual Fee</u>
Student Activity Fee	\$ 303	\$ 325
Health Service Fee	304	320
Athletic Fee	232	232
Bus Fee	96	96
Recreational Sports Fee	188	205
Student Services Fee	<u>180</u>	<u>187</u>
Total	1,303	1,365

### **Room and Board Charges**

The University's Residential and Dining Programs serve students by providing on-campus housing and dining services. Generally, all entering freshmen must live on campus, and housing is available on a limited basis for returning students who choose to live on campus at the fee approved by the Board of Visitors. The University establishes optional room and board rates based on a derivation of the Board-approved fee and to appropriately reflect costs for Summer Session and summer conferences. All students living on campus must select a meal plan; off-campus students may elect to participate in one of the meal plan programs.

Virginia Tech has the lowest combined average room and board fees in the Commonwealth for 2008-09 at \$5,476 per student. Average room and board fees at the other five doctoral institutions range from \$7,134 to \$8,030. Individual descriptions and suggested amounts for 2009-10 are given below for each of the programs.

### **Room Fees**

A 6.53 percent increase in the rate structure is proposed to cover transition costs related to the opening of New Residence Hall West and the closing of Ambler Johnston Hall East for renovation, the maintenance of facilities, and planning costs for major facility renovation projects. The dollar increase will range from \$190 per year to \$586 per year for undergraduate and graduate housing.

Room rates have traditionally been established based on building specific rates. As part of the 2009-10 room rate proposal, the University is proposing to rebalance the



room rate pricing differentials based on a reassessment of room configuration and amenities offered. As new residence halls are constructed and existing buildings are renovated, the resulting multiple room types and amenities should be differentiated in the rate structure. The following rate differentials are proposed for 2009-10 - \$40 per semester for a large suite style room with a common living area and no air-conditioning; \$50 per semester for a large suite style room with a common living area and air-conditioning; and \$100 per semester for rooms with private bathrooms and air-conditioning.

Included within the dormitory rate is a \$309 charge for the University's telecommunication system. Since 1988, voice, video, and data services have been provided for all dormitory residents. In the Fall of 1998, the University completed upgrades to the data connections to provide one Ethernet port per student in each of the residence hall rooms. No increase in the telecommunications portion of the room fee is proposed for 2009-10. The proposed room rates by location and room type are listed below:

	<u>Actual 2008-09 Annual Fee</u>	<u>Proposed 2009-10 Annual Fee</u>
Upper Quad	\$2,904	\$3,094
Lower and Prairie Quad	3,096	3,300
Cochrane Hall	3,780	4,114
Special Purpose	3,874	4,128
Payne Park		
Traditional - Single	4,672	4,978
Traditional - Double	3,412	3,636
Suite - Single	5,686	6,058
Suite - Double	4,116	4,386
Large Suite - Double	4,116	4,492
Hillcrest		
Double	3,760	4,006
Single	5,122	5,458
Main Campbell		
Double	3,494	3,724
Single	4,758	5,070
Graduate Life Center at Donaldson Brown		
Double	4,116	4,598
Single	5,686	6,272
New Hall West		
Double	0	4,598
Single	0	6,272

## Board Fees

Students living on-campus have a choice of two types of flexible meal plans. The Flex Plan operates like a debit account with a designated amount for the purchase of food in the dining facilities. Students are able to increase their Flex account balance during the year by depositing cash to their Flex accounts. Consistent with purchasing power of traditional meal plans, the intent of annual rate changes for the Flex Plan is to hold overall purchasing power constant year-to-year.

A 6.07 percent increase is proposed for board fees to cover the marginal cost of reduced meal plan sales related to the opening of New Residence Hall West and the closing of Ambler Johnston Hall East for renovation, increases in food costs, and planning costs for a new dining facility. The proposed board rates by meal plan program are listed below:

	Actual 2008-09 <u>Annual Fee</u>	Proposed 2009-10 <u>Annual Fee</u>
Major Flex Plan	\$2,380	\$2,524
Mega Flex Plan	2,580	2,724

## Fee Rates for the Center for European Studies and Architecture

The Center for European Studies and Architecture (CESA) in Lugano, Switzerland, opened in the Fall of 1993. The Center serves as a resident educational facility for Virginia Tech students from many academic programs. Providing the opportunity for students to study abroad is an important strategy in strengthening the international programs of Virginia Tech, an objective of both the University and the Commonwealth.

For purposes of financing the operations of the Center, two separate programs are maintained. First, all instructional costs are accounted for in the Educational and General program of the University Division. Second, the housing, dining, and student activity auxiliary enterprise programs are recorded within the University's Residential and Dining Hall System. The Ferrari Foundation, the University's Swiss subsidiary corporation, manages the day-to-day activities of the Center.

Students attending the Center for European Studies and Architecture are assessed the same tuition as on-campus students, and it is recommended that this tuition policy continue.

For housing and dining services at the Center, the proposed fees are higher than on-campus rates to reflect the higher cost of living at the Center. Students are not required to pay the on-campus Comprehensive Fee while studying abroad. Students currently pay a \$111 CESA student activity fee, which provides students with community-building social and recreational events and activities. The University proposes no change in the CESA student activity fee for the 2009-10 academic year. For 2009-10, a \$52 increase

in the room and board fee is proposed to cover increased operating costs and the current exchange rate. If approved, the students attending the Center for European Studies will pay \$5,841 per semester for room and board. The University proposes the following semester rates for Virginia Tech students:

	Actual 2008-09 <u>Semester Rate</u>	Proposed 2009-10 <u>Semester Rate</u>
CESA Student Activity Fee	\$ 111	\$ 111
CESA Room and Board Costs	5,789	5,841

### **Specialized Program Fees**

#### **Architecture + Design Supplemental Fee**

To ensure that architecture, industrial design, interior design, and landscape architecture students in the School of Architecture + Design students continue to have access to appropriate studio equipment and technology, the University recognizes the differential cost of instruction for students with majors in the School of Architecture + Design through a program fee. This fee ensures the necessary resources to support costs unique to Architecture + Design students including: the continuing need for modernization of equipment and materials for instructional studios and student projects, improvements to instructional space and aging facilities, and adequate staff support to ensure the effective maintenance of equipment and technology in the daily operation of the instructional studios. The fee began with incoming freshmen, internal transfers, and incoming graduate students admitted to the School of Architecture + Design during or after Fall 2008. No change in the supplemental fee is recommended for 2009-10:

	<u>2008-09</u>	Proposed 2009-10 <u>Annual Fee</u>
Full-time	\$650	\$650
Part-time	325	325

#### **Engineering Supplemental Fee**

To ensure that engineering students continue to receive a state-of-the-art education in a quality learning environment, the University began to recognize the higher cost of instruction in the College of Engineering (COE) through the establishment of a supplemental fee in 2007-08. This is important for ensuring the necessary resources to support engineering students including: the continuing need for modernization of instrumentation and materials for instructional laboratories and student projects, improvements to instructional space and aging facilities, and adequate staff support to

ensure the effective maintenance of instrumentation and technology in the daily operation of the instructional laboratories.

This is the third year of a planned multi-year phase-in of this supplemental fee. In Fall 2009, the undergraduate charge will be applied to all 1000, 2000, and 3000 level engineering courses. This continues to grandfather students enrolled prior to the Fall 2007 implementation from having to pay the supplemental fee. This charge is applied to students entering the graduate engineering program Fall 2007 and beyond through a flat fee per semester for administrative purposes. The supplemental fee proposal for 2009-10 by level is presented below:

		<u>2008-09</u>	<u>Proposed 2009-10</u>
<u>Undergraduate</u>			
1000 & 2000 Level Engineering Courses		\$30/hour	\$30/hour
3000 Level Engineering Courses		N/A	30/hour
<u>Graduate</u>			
	Full-time	540/year	720/year
	Part-time	270/year	360/year

### **Veterinary Medicine Facility Fee**

The College of Veterinary Medicine has a shortage of instructional space. Capital improvements are necessary to alleviate the space deficit identified by external accreditation reviews. Increased facility capacity is necessary for the recruitment and retention of high-quality faculty as well as students.

To expedite the construction of additional instructional space, all Veterinary Medicine students are assessed a facility fee for the academic year, as presented in the table below. This is the third year of a multi-year plan to phase in the fee. Proceeds from the facility fee will be used exclusively for College of Veterinary Medicine instructional space improvements.

	<u>Actual 2008-09</u>	<u>Proposed 2009-10</u>
Virginia-Maryland Students	\$900	\$1,150
Nonresident Students	900	1,150

### **Specialized Graduate Degree Programs**

Specialized graduate degree programs provide a valuable service by meeting targeted educational and professional development needs. Since both the academic units and

the University have added costs associated with providing high demand specialized graduate degree programs, it is appropriate to address these incremental college and University costs required to deliver high quality programs. To maintain the intent of the Commonwealth's funding policies regarding the collection and allocation of tuition revenues, Specialized Graduate Program Fees are charges established for a specific graduate program, potentially at a specific location, beyond regular tuition and fees and are equal for students, both resident and nonresident.

### **The Professional Master of Business Administration (PMBA) Program Fee**

The PMBA program is a cohort-based program intended for professionals that have at least two years of business experience. The program is designed on the cohort model with face-to-face weekend classes (in Richmond and Roanoke) while leveraging online technology for supplemental instructional delivery to provide flexibility for busy working professionals. An accelerated program schedule allows the program to be completed by working professionals in two years instead of the 4-5 years that it would take to complete an MBA program on a part-time basis in the traditional program format.

The industry standard for this type of professional education program is to be quoted in terms of a total cost. Given that out year tuition and fee rates are not known at this time, the PMBA fee is established as the difference between regular tuition and fees and the total cohort price during the two years of the program. Since the total revenue is split evenly between the two years and regular tuition and fees step up in the second year, the PMBA fee is lower in the second year for a given cohort. What remains most important in pricing this type of program is the total cost for the full two-year term. A new total cost is developed for each incoming cohort to address program costs and/or to expand the program to meet demand. The resulting charges for the Professional MBA program are presented in the table below.

	<u>Two-Year Program Cost</u>	<u>Actual 2008-09</u>	<u>Proposed 2009-10</u>	<u>Placeholder 2010-11</u>
Entering Fall 2008 Cohort				
PMBA Cost – 2008 Cohort	\$31,400	\$15,700	\$15,700	
Less: Regular Tuition & Fees		<u>(9,335)</u>	<u>(9,811)</u>	
PMBA Fee – 2008 Cohort		6,365	5,889	
Entering Fall 2009 Cohort				
PMBA Cost – 2009 Cohort	33,000		16,500	16,500
Less: Regular Tuition & Fees			<u>(9,811)</u>	<u>TBD</u>
PMBA Fee – 2009 Cohort		N/A	6,689	TBD

### **Masters of Information Security Assurance (MISA) Program Fee**

Virginia Tech plans to establish a graduate program leading to a Masters of Information Security Assurance degree to contribute to the nation's prosperity and security by providing executives with the engineering and management process training to

effectively acquire, manage, plan, design, and evaluate trustworthy enterprise-wide information systems. Beginning in Spring 2010, the program would be based in the College of Engineering's Advanced Research Institute - National Capital Region, and it is intended for current and prospective professional information assurance officers. MISA is designed on the cohort model with face-to-face weekend classes and leverages online technology for supplemental instructional delivery to provide flexibility for busy working professionals. An accelerated program schedule enables the program to be completed by working professionals in eighteen months.

The industry standard for this type of professional education program is to be quoted in terms of a total cost. Given that out year tuition and fee rates are not known at this time, the MISA program fee is established as the difference between regular tuition and fees and the total cohort price during the eighteen months (three semesters) of the program.

Since the total revenue is split evenly between the three semesters and regular tuition and fees step up in the second or third semester, the MISA fee will decrease as tuition rises. The total cost for the full eighteen month program will be quoted to prospective students. A new total cost is developed for each incoming cohort to address program costs and/or to expand the program to meet demand. The program has a strong focus on global information security issues and includes an international field trip and case studies. The expense associated with this component of the program is a major driver of the proposed higher tuition rate. The resulting charge for the MISA program is presented in the table below.

	<u>18 Month Program Cost</u>	<u>Proposed Spring 2010</u>	<u>Placeholder 2010-11</u>
Entering Spring 2010 Cohort			
MISA – Spring 2010 Cohort	\$60,000	\$20,000	\$40,000
Less: Regular Tuition & Fees (Ext)		<u>(4,905)</u>	<u>TBD</u>
MISA Fee – Spring 2010 Cohort		15,095	TBD

### **Virginia Tech-Georgetown University Master of Science Degree in Biomedical Technology Development and Management**

Virginia Tech has entered into an agreement with Georgetown University to offer a joint degree in biomedical technology development and management. This program will meet a growing demand for advanced degrees for individuals working in regulatory agencies and the pharmaceutical and biotechnology industries. The two institutions have been jointly delivering this instruction under Georgetown's continuing education division as a pilot and now are seeking approval to migrate this successful activity into a formal degree program. The Georgetown Board of Directors approved the degree program in 2005. SCHEV and the Virginia Tech Board of Visitors approved the program in 2007.

As a true joint degree program, students will be able to matriculate at either Virginia Tech or Georgetown University at the same total cost. All courses will be cross-listed at both institutions, and the two institutions will divide revenues and incur expenses based on the number of credit hours each delivers. To fully implement the joint degree arrangement with Georgetown, Virginia Tech's total tuition and mandatory fee charge for this program will conform to Georgetown's total tuition and fees for its graduate medical program. The charges will be based on a per credit hour rate. For 2009-10, this rate is \$1,551 per credit hour.

A graduate program fee will be added to Virginia Tech's normal campus tuition and fee rates to equal the difference between the per credit hour tuition and mandatory fees at the Georgetown Medical School and per credit hour tuition and fees at Virginia Tech's extended campus to achieve the intent of the joint degree agreement.

### **Parking Fee**

The General Assembly directed institutions of higher education to organize parking services as an auxiliary enterprise operation in 1989. The expenditure of General Fund dollars for the maintenance or improvement of parking lots and facilities was prohibited. Accordingly, Virginia Tech established the Parking Services Auxiliary at the beginning of fiscal year 1989-90 and instituted a fee for faculty, staff, and students who parked in campus lots. For 2008-09, the annual parking fee is \$150 for faculty and staff and \$114 for students. The fee revenue covers the costs of operating, constructing, maintaining, and improving the parking lots and facilities. Annual parking fees at other Virginia doctoral institutions for 2008-09 range from \$192 to over \$500 for students, dependent upon the type and proximity of parking facilities utilized.

The University proposes to increase the annual parking fee for faculty and staff from \$150 to \$179 and the student fee from \$114 to \$136 for 2009-10 to cover paving expense for the Upper Chicken Hill parking lot and project costs for a new parking deck facility. The University also proposes to continue to provide a parking rate discount to encourage car-pooling in an effort to reduce the amount of vehicular traffic on campus.

### **Summary of Tuition and Fee Rates**

A summary of the recommended tuition rates is shown on Schedules 1 and 2, and a summary of fees is attached on Schedules 3 and 4. Also, the total cost for students to attend Virginia Tech is detailed on Schedule 5 for undergraduate students and Schedule 6 for graduate students.

### **RECOMMENDATION:**

That the proposed tuition and fee rates be approved, effective Fall Semester 2009.

April 23, 2009



## Schedule 1

**VIRGINIA TECH**  
**2009-10 TUITION RECOMMENDATIONS**  
**SUMMARY OF ANNUAL CHARGES**

**RECOMMENDATION**

	<u>2008-09 Charge</u>	<u>Proposed 2009-10</u>	<u>Rate Increase</u>		<u>ARRA Mitigation Grant</u>	<u>Net Cost Increase</u>	
			<u>\$</u>	<u>%</u>		<u>\$</u>	<u>%</u>
<b>Undergraduate Students</b>							
Resident	\$6,332	\$6,769	\$437	6.9%	(\$130)	\$307	4.8%
Nonresident	18,789	19,522	733	3.9%			
<b>Graduate Students</b>							
On-Campus Programs							
Resident	7,869	8,262	393	5.0%			
Nonresident	14,830	15,572	742	5.0%			
Off-Campus Programs							
Resident	8,772	9,210	438	5.0%			
Nonresident	15,937	16,734	797	5.0%			
<b>Veterinary Medicine</b>							
Virginia/Maryland	14,570	15,299	729	5.0%			
Out-of-State Non-Maryland	35,334	37,101	1,767	5.0%			

## Schedule 2

**VIRGINIA TECH**  
**2009-10 SPECIAL TUITION RATES**  
**SUMMARY OF HOURLY RATES**

	2008-09 Charge	Proposed 2009-10	Increase		ARRA Mitigation Grant	Net Cost Increase				
			\$	%		\$	%			
<b><u>Regular Part-Time Students (a)</u></b>										
<b><u>Undergraduate Students</u></b>										
Resident	\$263.75	\$282.00	\$18.25	6.9%	(\$5.50)	\$12.75	4.8%			
Nonresident	783.00	813.50	30.50	3.9%						
<b><u>Graduate Students</u></b>										
<b>On-Campus Programs</b>										
Resident	437.25	459.00	21.75	5.0%						
Nonresident	824.00	865.00	41.00	5.0%						
<b>Off-Campus Programs</b>										
Resident	487.25	511.75	24.50	5.0%						
Nonresident	885.50	929.75	44.25	5.0%						
<b><u>School Personnel</u></b>										
Undergraduate Resident	158.00	169.00	11.00	7.0%	(3.00)	\$8.00	5.1%			
Graduate Resident	262.00	275.00	13.00	5.0%						
<b><u>Study Abroad Programs (b)</u></b>										
Undergraduate Resident	211.00	226.00	15.00	7.1%	(4.00)	\$11.00	5.2%			
Undergraduate Nonresident	626.00	651.00	25.00	4.0%						
Graduate Resident	350.00	367.00	17.00	4.9%						
Graduate Nonresident	659.00	692.00	33.00	5.0%						

- (a) Part-time tuition charges for all student categories are derived from the full-time rate and are directly related to the number of credit hours taken. For tuition calculation purposes, the full-time undergraduate semester rate is divided by 12 credit hours and the full-time graduate student semester rate is divided by nine hours.
- (b) Special tuition rates for study abroad do not include students studying at the Center for European Studies and Architecture.

## Schedule 3

**VIRGINIA TECH**  
**2009-10 FEE RECOMMENDATIONS**  
**SUMMARY OF ANNUAL CHARGES**

	2008-09 Charge	Proposed 2009-10	Increase	
			\$	%
<b><u>Educational and General Fee</u></b>				
Academic Fee	\$525	\$561	\$36	6.9%
Technology Fee	38	40	2	5.3%
Capital Fee				
Resident	0	0	0	-
Nonresident	170	390	220	129.4%
<b><u>Comprehensive Fee</u></b>				
Student Activity Fee	303	325	22	7.3%
Health Service Fee	304	320	16	5.3%
Athletic Fee	232	232	0	0.0%
Bus Fee	96	96	0	0.0%
Recreational Sports Fee	188	205	17	9.0%
Student Services Fee	180	187	7	3.9%
Total Comprehensive Fee	1,303	1,365	62	4.8%
<b><u>Room Fees</u></b>				
Upper Quad	2,904	3,094	190	6.5%
Pre-1983 Dormitories	3,096	3,300	204	6.6%
Cochrane Hall	3,780	4,114	334	8.8%
Special Purpose Housing	3,874	4,128	254	6.6%
Payne Park				
Traditional - Single	4,672	4,978	306	6.5%
Traditional - Double	3,412	3,636	224	6.6%
Suite - Single	5,686	6,058	372	6.5%
Suite - Double	4,116	4,386	270	6.6%
Suite - Double (Large Suite)	4,116	4,492	376	9.1%
Hillcrest				
Double Occupancy	3,760	4,006	246	6.5%
Single Occupancy	5,122	5,458	336	6.6%
Main Campbell & Newman				
Double Occupancy	3,494	3,724	230	6.6%
Single Occupancy	4,758	5,070	312	6.6%
Graduate Life Center at Donaldson Brown				
Double Occupancy	4,116	4,598	482	11.7%
Single Occupancy	5,686	6,272	586	10.3%
New Residence Hall West				
Double Occupancy	0	4,598	n/a	n/a
Single Occupancy	0	6,272	n/a	n/a
<b><u>Board Fees</u></b>				
Major Flex Plan	2,380	2,524	144	6.1%
Mega Flex Plan	2,580	2,724	144	5.6%

## Schedule 4

**VIRGINIA TECH**  
**2009-10 SPECIAL PROGRAM FEES**

	2008-09 Charge	Proposed 2009-10	Increase	
			\$	%
<b><u>Architecture + Design Supplemental Fee <sup>(1)</sup></u></b>				
Full-time	\$650	\$650	\$0	0.0%
Part-time	325	325	0	0.0%
<b><u>Engineering Supplemental Fee</u></b>				
Undergraduate				
1000, 2000, and 3000 Level Courses, per credit hour	30	30	0	0.0%
Graduate <sup>(2)</sup>				
Full-time	540	720	180	33.3%
Part-time	270	360	90	33.3%
<b><u>Veterinary Medicine Facility Fee</u></b>	900	1,150	250	27.8%
<b><u>Specialized Graduate Degree Programs</u></b>				
Professional MBA				
2008 Cohort <sup>(3)</sup>	6,365	5,889	(476)	-7.5%
2009 Cohort	N/A	6,689	N/A	N/A
<b><u>Masters of Information Security Assurance</u></b>				
2008 Cohort <sup>(4)</sup>	N/A	15,095	N/A	N/A
<b><u>M.S. in Biomedical Technology Development</u></b>				
Total Cost per credit hour <sup>(5)</sup>	1,478	1,551	73	4.9%

(1) The Architecture + Design supplemental fee began with undergraduate and graduate students entering the program in Fall

(2) The Engineering Supplemental Fee for graduate students applies to students that began the program in Fall 2007 or thereafter.

(3) The PMBA Program Fee is established to equal the difference between the total tuition and fees and the PMBA total program cost over two years. As tuition and fees increase in the second year, the program fee decreases.

(4) The MISA Program Fee is established to equal the difference between the total tuition and fees and the MISA total program cost over eighteen months. The rate for 2009-10 is for Spring term only since the first cohort will not enroll until Spring 2010.

(5) As a joint degree program, the cost of the M.S. in Biomedical Technology Development will conform to the tuition and mandatory fees for graduate medical programs at the Georgetown Medical School.

## Schedule 5

## VIRGINIA TECH

## TOTAL COST TO STUDENTS

## Comparison of 2008-09 and 2009-10 Annual Charges

**UNDERGRADUATE STUDENTS**

	<u>2008-09 Charge</u>	<u>Proposed 2009-10</u>	<u>Increase</u>	
			<u>\$</u>	<u>%</u>
<b><u>Resident</u></b>				
Tuition	\$6,332	\$6,769	\$437	6.9%
Educational and General Fee	563	601	38	6.7%
ARRA Mitigation Grant	<u>0</u>	<u>-130</u>	<u>-130</u>	<u>N/A</u>
Subtotal Tuition and E & G Fee	<u>6,895</u>	<u>7,240</u>	<u>345</u>	<u>5.0%</u>
Comprehensive Fee	<u>1,303</u>	<u>1,365</u>	<u>62</u>	<u>4.8%</u>
Subtotal All Resident Students	8,198	8,605	407	5.0%
Room (Pre-1983 Doms)	3,096	3,300	204	6.6%
Board (Flex Plan)	<u>2,380</u>	<u>2,524</u>	<u>144</u>	<u>6.1%</u>
Subtotal Room and Board	<u>5,476</u>	<u>5,824</u>	<u>348</u>	<u>6.4%</u>
Total Cost for Residents Living on Campus	<u>13,674</u>	<u>14,429</u>	<u>755</u>	<u>5.5%</u>
<b><u>Nonresident</u></b>				
Tuition	18,789	19,522	733	3.9%
Educational and General Fee	<u>733</u>	<u>991</u>	<u>258</u>	<u>35.2%</u>
Subtotal Tuition and E & G Fee	19,522	20,513	991	5.1%
Comprehensive Fee	<u>1,303</u>	<u>1,365</u>	<u>62</u>	<u>4.8%</u>
Subtotal All Nonresident Students	20,825	21,878	1,053	5.1%
Room (Pre-1983 Doms)	3,096	3,300	204	6.6%
Board (Flex Plan)	<u>2,380</u>	<u>2,524</u>	<u>144</u>	<u>6.1%</u>
Subtotal Room and Board	<u>5,476</u>	<u>5,824</u>	<u>348</u>	<u>6.4%</u>
Total Cost for Nonresidents Living on Campus	<u>26,301</u>	<u>27,702</u>	<u>1,401</u>	<u>5.3%</u>

## Schedule 6

**VIRGINIA TECH**  
**TOTAL COST TO STUDENTS**  
**Comparison of 2008-09 and 2009-10 Annual Charges**

	2008-09 Charge	Proposed 2009-10	Increase	
			\$	%
<b><u>GRADUATE STUDENTS</u></b>				
<b>On-Campus Programs</b>				
<b><u>Resident</u></b>				
Tuition	\$7,869	\$8,262	\$393	5.0%
Educational and General Fee	563	601	38	6.7%
Subtotal Tuition and E & G Fee	8,432	8,863	431	5.1%
Comprehensive Fee	1,303	1,365	62	4.8%
Total Cost for Residents	9,735	10,228	493	5.1%
<b><u>Nonresident</u></b>				
Tuition	14,830	15,572	742	5.0%
Educational and General Fee	733	991	258	35.2%
Subtotal Tuition and E & G Fee	15,563	16,563	1,000	6.4%
Comprehensive Fee	1,303	1,365	62	4.8%
Total Cost for Nonresidents	16,866	17,928	1,062	6.3%
<b>Off-Campus Programs</b>				
<b><u>Resident</u></b>				
Tuition	8,772	9,210	438	5.0%
Educational and General Fee	563	601	38	6.7%
Total Cost for Residents	9,335	9,811	476	5.1%
<b><u>Nonresident</u></b>				
Tuition	15,937	16,734	797	5.0%
Educational and General Fee	733	991	258	35.2%
Total Cost for Nonresidents	16,670	17,725	1,055	6.3%
<b><u>VETERINARY MEDICINE</u></b>				
<b>Virginia/Maryland Students</b>				
Tuition	14,570	15,299	729	5.0%
Educational and General Fee	563	601	38	6.7%
Comprehensive Fee	1,303	1,365	62	4.8%
Vet Med Facility Fee	900	1,150	250	27.8%
Total Cost for Virginia/Maryland Students	17,336	18,415	1,079	6.2%
<b>Out-of-State Students</b>				
Tuition	35,334	37,101	1,767	5.0%
Educational and General Fee	733	991	258	35.2%
Comprehensive Fee	1,303	1,365	62	4.8%
Vet Med Facility Fee	900	1,150	250	27.8%
Total Cost for Out-of-State Students	38,270	40,607	2,337	6.1%

**RESEARCH AND DEVELOPMENT DISCLOSURE REPORT**  
**February 9, 2009 thru April 22, 2009**

<b>Reason for Conflict</b>	<b>External Entity</b>	<b>Owner</b>	<b>Principal Investigator</b>	<b>Co - P.I.'s</b>	<b>College</b>	<b>Period of Performance</b>	<b>Award Amount</b>	<b>Project Description</b>
Faculty Owned Business	NBE Technologies LLC	Guo-Quan Lu	Khai Ngo	None	Electrical Engr.	7-1-09 thru 6-30-11	\$150,000	This subcontract from NBE Technologies to VT involves nanoscale silver sintering.
Faculty Owned Business	Cognitive Radio Technologies, LLC	Jeffrey Reed	Jeffrey Reed	Timothy Newman	Electrical Engr. /Wireless at VT	TBD	\$19,999	Cognitive Radio Technologies received a SBIR award and seeks to subcontract to VT for work involving spectrum sensing for non-contiguous spaces.



## **RESOLUTION OF APPRECIATION HONORING MR. L. BRUCE HOLLAND**

**WHEREAS**, Mr. L. Bruce Holland was appointed to the Board of Visitors of Virginia Polytechnic Institute and State University as an ex officio member on March 13, 2003 in conjunction with his nomination as President of Virginia's Board of Agriculture and Consumer Services; and

**WHEREAS**, during his years of service on the Board of Visitors, Mr. Holland participated as a member of the Student Affairs and Athletics Committee; and

**WHEREAS**, Mr. Holland provided enthusiastic leadership and support for student life on campus and was a highly effective advocate for the University's agricultural programs, Virginia Cooperative Extension, and the Agricultural Experiment Stations; and

**WHEREAS**, throughout his years of service, Mr. Holland has provided leadership and vision on behalf of all of the university's missions; and

**WHEREAS**, the members of the Board have thoroughly enjoyed getting to know Bruce and his wife, Debbie, and have enjoyed their company at Board meetings, football games, and other university special events;

**NOW, THEREFORE, BE IT RESOLVED**, that the members of the Board of Visitors of Virginia Polytechnic Institute and State University extend their sincere appreciation to L. Bruce Holland for his loyalty and devoted service to Virginia Tech, and for his faithful dedication to the university and its missions.

### **RECOMMENDATION:**

That the above resolution recognizing L. Bruce Holland for his service as a member of the Board of Visitors of Virginia Polytechnic Institute and State University be approved.

June 1, 2009

**RESOLUTION OF APPRECIATION  
TO THE VIRGINIA TECH POLICE DEPARTMENT AND  
THE VIRGINIA TECH RESCUE SQUAD**

**WHEREAS**, on January 21, 2009, the tranquil learning environment of Virginia Polytechnic Institute and State University was shattered when Xin Yang, a graduate student from Beijing, China was violently slain; and

**WHEREAS**, members of the Virginia Tech Police Department and the Virginia Tech Rescue Squad responded within minutes to the scene of the attack at the Graduate Life Center; and

**WHEREAS**, the Virginia Tech Police Department and the Virginia Tech Rescue Squad, which is comprised entirely of students, responded in a highly professional and coordinated manner to a disturbing and violent tragedy; and

**WHEREAS**, law enforcement and first responders sacrifice countless hours of personal time in meeting training and certification requirements and responding to emergencies at all hours of the day and night; and

**WHEREAS**, members of both departments routinely and nobly place the safety and welfare of the university community and visitors above their own well-being;

**NOW, THEREFORE, BE IT RESOLVED** that, on behalf of the entire university, the Board of Visitors of the Virginia Polytechnic Institute and State University does hereby commend and proclaim its deepest gratitude to all of the personnel of the Virginia Tech Police Department and all of the members of the Virginia Tech Rescue Squad; and

**BE IT FURTHER RESOLVED**, that the Virginia Tech Police Department and the Virginia Tech Rescue Squad, by virtue of their professionalism, devotion, and courage have once again demonstrated the highest standards of the university motto, *Ut Prosim ~ That I May Serve*.

**RECOMMENDATION:**

That the above resolution expressing admiration and appreciation to the Virginia Tech Police Department and the Virginia Tech Rescue Squad for their service on January 21, 2009 be approved.

June 1, 2009

## **RESOLUTION HONORING THE LATE PRESIDENT EMERITUS WILLIAM E. LAVERY**

**WHEREAS**, William E. Lavery, Virginia Tech's 12<sup>th</sup> President, was born on November 20, 1930, and passed away on February 16, 2009, in Blacksburg, Virginia, his home for 42 years; and

**WHEREAS**, William E. Lavery had a passion for Virginia Tech and served nobly and well as Virginia Tech's President from January 1, 1975 until December 31, 1987; and after stepping down as President, he continued to serve the university, first as honorary Chancellor, then as the William B. Preston Professor of International Affairs; and

**WHEREAS**, after his retirement on August 1, 1991, the Board of Visitors conferred on Dr. Lavery the distinction of President Emeritus and renamed the William B. Preston Professorship to the William E. Lavery Professorship in recognition of his dynamic tenure at Virginia Tech, during which he oversaw significant accomplishments that touched every aspect of the life of the university and laid a foundation for the future. Among them were the creation of the Virginia-Maryland Regional College of Veterinary Medicine; an improvement in the quality of the student body reflected by the average SAT score of incoming students reaching 200 points above the national average; the tremendous success of the university's first fund-raising campaign that generated \$118 million in gifts; and a remarkable increase in the African-American undergraduate student enrollment of almost 500 percent; and

**WHEREAS**, during his presidency, Dr. Lavery received numerous honors. Among them, the National Conference of Christians and Jews presented him with the Brotherhood Award, the Governor appointed him to the Commission on Virginia's Transportation in the 21<sup>st</sup> Century, U.S. President Ronald Reagan named him Chair of the Board for International Food and Agricultural Development, and the U.S. Secretary of the Treasury appointed him to the National Savings Bond Committee; and

**WHEREAS**, in the eighteen years since his retirement, Dr. Lavery stood ready and willing to help the university whenever called upon. He remained a mentor to many at the university and to others who moved on to successful careers elsewhere. The university recognized his contributions with the 1993 Ruffner Medal and dedication of the William E. Lavery Animal Health Research Center in 1995, the same year he was named an honorary alumnus. Additionally, the Class of 1997 named its class ring in his honor; and

**WHEREAS**, Bill Lavery was a man of wisdom, integrity, humility, fair-mindedness, personal warmth, good cheer, and steadfast loyalty whose caring for others and love for Virginia Tech are legendary. In the words of current President Charles Steger, "We are better people because of his influence and character"; and

**WHEREAS**, surviving Dr. Lavery are his wife of 53 years, Peg; four children, Debra, Mike, Lori, and Mary; and 12 grandchildren, all of whom long ago adopted Virginia Tech as their extended family;

**NOW, THEREFORE, BE IT RESOLVED**, the Virginia Polytechnic Institute and State University Board of Visitors recognizes the life of William E. Lavery as one of deep dedication to Virginia Tech, to his community and his family, and the great loss represented by his death. The Board honors and celebrates the life of President Emeritus Lavery, whose exemplary leadership and far-reaching contributions made an indelible impact on his beloved Virginia Tech.

**RECOMMENDATION:** That the above resolution honoring President Emeritus William E. Lavery be approved.

June 1, 2009

**RESOLUTION FOR REVISIONS TO THE BY-LAWS OF  
THE BOARD OF VISITORS**

**WHEREAS**, Virginia Tech is in the midst of preparing for its reaccreditation review by the Southern Association of Colleges and Schools - Commission on Colleges (SACS-COC), which occurs every ten years; and

**WHEREAS**, in order to comply fully with one of the SACS standards, the By-laws of the Board of Visitors, Article VI "Miscellaneous Provisions," Section 2, which discusses Board member dismissal, should be expanded to provide additional clarification that members of the Board can only be dismissed for cause and by due process, with appropriate references to the Code of Virginia;

**NOW, THEREFORE, BE IT RESOLVED**, that effective immediately Article VI, Section 2 of the Board of Visitors By-laws be amended to read as follows: The members of the Board of Visitors are protected by Virginia law from being removed without appropriate reasons and by an unfair process. If any Visitor fails to perform the duties of his office for one year without good cause shown to the Board, the Board shall, at the next meeting after the end of such year, cause the fact of such failure to be recorded in the minutes of their proceedings, and certify the same to the Governor, and the office of such Visitor shall thereupon be vacant (§ 23-120, Code of Virginia, as amended). Dismissal of a Board member for cause will be pursued in accordance with Virginia Code § 2.2-108 and §24.2-231, as amended, which provides the process for removal of a Board member from office for malfeasance, misfeasance, incompetence, gross neglect of duty, or conviction of a felony.

**RECOMMENDATION:**

That the Board of Visitors' By-laws be amended, effective immediately, to clarify the conditions under which a Board member may be removed in accordance with the provisions of the Code of Virginia.

June 1, 2009

## **RESOLUTION FOR EMERITA STATUS**

**WHEREAS**, Dr. Robin M. Andrews has faithfully served Virginia Tech with distinction for 33 years in the College of Arts & Sciences and in the College of Science beginning in 1976; and

**WHEREAS**, as a member of the Department of Biological Sciences faculty, she has taught several courses ranging from freshman and sophomore required courses to advanced undergraduate and graduate courses; and

**WHEREAS**, she has directed three undergraduate honors theses, two of which won departmental undergraduate research awards, seven M.S. students and three Ph.D. students, and served on numerous graduate advisory committees; and

**WHEREAS**, she has authored and co-authored 74 refereed journal articles, one book (three editions), collaborated with international scientists, and presented papers at multiple national and international scientific conferences; and

**WHEREAS**, Dr. Andrews has been principal investigator on grants from state and federal funding agencies including the National Science Foundation and the Smithsonian Tropical Research Institute; and

**WHEREAS**, she has served on numerous departmental, college, and university committees, on editorial boards for scientific journals, committees for scientific societies, and as president of an international herpetological society, The Society for the Study of Amphibians and Reptiles;

**THEREFORE, BE IT RESOLVED**, that the Board of Visitors recognizes Dr. Robin M. Andrews for her service to the university with the title of Professor Emerita of Biological Sciences.

### **RECOMMENDATION:**

That the resolution recommending Dr. Robin M. Andrews for emerita status be approved.

June 1, 2009

## **RESOLUTION FOR EMERITA STATUS**

**WHEREAS**, Caryl E. Gray has faithfully served Virginia Tech with distinction for 28 years in the University Libraries, beginning in 1971; and

**WHEREAS**, her exceptional reference skills; expansive knowledge of the literatures of many disciplines, especially the sciences; intellectual curiosity; personal approachability; and dedication to delivering excellent library service have led her to help innumerable faculty track down citations or documents, answer difficult questions, or acquire badly needed specialized materials; and

**WHEREAS**, as a science reference librarian, college librarian for human resources and education, and college librarian for the College of Agriculture and Life Sciences she has worked closely with faculty to build and maintain strong library collections to support faculty teaching and research needs; and

**WHEREAS**, in her capacity as a reference librarian and as a college librarian, she has guided numerous undergraduate and graduate students, on a one-to-one basis, through the complex process of finding and obtaining advanced research materials; and

**WHEREAS**, through her skills as reference librarian and subject specialist, and provision of hundreds of hours of research assistance in person and virtually, she has given students and faculty ubiquitous access to research help as they needed it; and

**WHEREAS**, she has collaborated with collegiate faculty in the College of Agriculture and Life Sciences to develop the curriculum and teach research skills content in several capstone courses to prepare students for effective research in their academic careers and thereafter; and

**WHEREAS**, throughout her tenure, she has been a hard-working and collaborative partner as she worked in tandem with her library colleagues to create and deliver important library services;

**THEREFORE, BE IT RESOLVED**, that the Board of Visitors recognizes Ms. Caryl E. Gray for her service to the university with the title of Assistant Professor Emerita of the University Libraries.

### **RECOMMENDATION:**

That the above resolution recommending Ms. Caryl E. Gray for emerita status be approved.

June 1, 2009

## **RESOLUTION FOR EMERITUS STATUS**

**WHEREAS**, Dr. Grant H. Turnwald faithfully served Virginia Tech with distinction for 10 years in the Virginia-Maryland Regional College of Veterinary Medicine, beginning in 1998; and

**WHEREAS**, he ably served the Virginia-Maryland Regional College of Veterinary Medicine, its faculty, and students as associate dean for academic affairs from 1998 to 2009, led the college through important curricular revisions and updated the professional curriculum in the College of Veterinary Medicine; and

**WHEREAS**, as associate dean for academic affairs, he developed new courses (Professional Foundations, Business Management, Career Development, and Communication Skills) addressing weaknesses in the old system of veterinary education; and

**WHEREAS**, as a dedicated teacher, he was course leader and lectured in professional foundations, business management, career development, and communication skills courses that provided veterinary students with the tools needed to become effective veterinary practitioners; and

**WHEREAS**, he published 17 peer reviewed articles in the *Journal of Veterinary Medical Education*;

**THEREFORE, BE IT RESOLVED**, that the Board of Visitors recognizes Dr. Grant H. Turnwald for his service to the university with the title of Professor Emeritus of Small Animal Clinical Sciences.

### **RECOMMENDATION:**

That the above resolution recommending Dr. Grant Turnwald for emeritus status be approved.

June 1, 2009



## **SPECIAL FACULTY LEAVE**

Dr. Diana Farkas, professor of materials science and engineering, has been selected for a prestigious appointment as a Jefferson Science Fellow at the U.S. Department of State for 2009-10. The Jefferson Fellow program was established by the Secretary of State in 2003 to engage the academic community in the development of sound governmental policy, both domestic and foreign, related to science, technology, and engineering. The articulation of “accurate science for statecraft” has become an essential element in establishing effective international relationships; the Jefferson Science Fellows program helps accomplish this important national goal.

The appointment is managed through the Intergovernmental Personnel Act (IPA), whereby employees of one governmental entity remain on their home payroll while serving on loan to another governmental agency. Home institutions are expected to provide full salary and benefits for those appointed to the Jefferson Science Fellows program. The Department of State provides fellows with a per diem up to \$50,000 for local expenses during the one-year appointment. The agency also provides an allotment for travel expenses incurred as part of their fellowship assignment.

To allow this exceptional opportunity under the terms required by the Department of State, Dr. Farkas will take research assignment for fall term 2009 at full pay and special leave for spring term 2010. The department has available sufficient funds to cover the cost of teaching replacements and recognizes the benefit of the experience that she will bring back to the classroom and her research. Dr. Farkas will continue contact with her graduate students. As with all research leaves, Dr. Farkas is obligated to return to full-time service at Virginia Tech for a minimum of one year.

### **RECOMMENDATION:**

That the research assignment for fall 2009 and special leave for spring 2010 for Dr. Diana Farkas be approved.

June 1, 2009

**ENDOWED PROFESSORSHIP  
VIRGINIA COOPERATIVE EXTENSION PROFESSOR OF EXCELLENCE  
IN COMMUNITY VIABILITY**

The Chair of Excellence for Community Viability Endowed Fund was established in 2004 by an anonymous donor in honor of R. Michael Chandler, Donald P. Lacy, and J. Douglas McAlister in recognition of their services to the Virginia Cooperative Extension. The fund and professorship were established in the College of Agriculture and Life Sciences to help revitalize Virginia Cooperative Extension's community development services and to ensure the continued dedication to a strong, permanent community development role for Virginia Cooperative Extension. Interim Dean L.T. Kok received the nomination from the former dean of the college, Dr. Sharron Quisenberry, which was forwarded to the college's honorifics committee. The honorifics committee supported the nomination and Dean Kok has recommended the appointment of Dr. Rick Rudd as the Virginia Cooperative Extension Professor of Excellence in Community Viability.

Dr. Rudd has gained national and international recognition in rural leadership development and viable rural communities. He has worked with the Farm Bureau in two states to initiate efforts to create viable rural communities. While at the University of Florida he worked to create the "Strengthening the Voice" campaign to provide leadership programs for rural leaders in 67 counties. This program for local leaders is currently being adapted for use in Virginia communities. Dr. Rudd has also worked to develop leadership programs for rural youth including three state-wide programs built around the developmental needs of adolescents. These programs significantly enhance the long term viability of rural communities.

Dr. Rudd received his Ph.D. from Virginia Tech in vocational and technical education and began his career as an associate professor at the University of Florida. Dr. Rudd has co-authored three books, written numerous scholarly publications, and has presented at more than 120 professional and academic workshops, Extension training sessions, and international, national, and regional events. Additionally, he served as a principal investigator, co-principal investigator, or co-director of programs and research projects and contracts worth more than \$1.4 million. He has an outstanding record as an educator and leader. Dr. Rudd currently holds the rank of professor and serves as department head in Agriculture and Extension Education and is also the interim associate dean and director for Virginia Cooperative Extension.

Dr. Rudd's record of achievement, scholarship and leadership make him an excellent candidate for the endowed chair and his vision clearly addresses the intent of the endowment.

**RECOMMENDATION:**

That Dr. Rick Rudd be appointed as the Virginia Cooperative Extension Professor of Excellence in Community Viability in the College of Agriculture and Life Sciences for a five year term beginning June 10, 2009, with a salary supplement provided by the endowment and, where available, from the Eminent Scholars match program.

June 1, 2009

**RESOLUTION ON NAMING THE PATTON HALL LIBRARY FOR  
G. V. LOGANATHAN**

**WHEREAS**, Dr. G.V. Loganathan was a faculty member in the Via Department of Civil and Environmental Engineering since 1983 until his tragic death in Norris Hall on April 16, 2007; and

**WHEREAS**, Dr. Loganathan was a truly dedicated educator of young minds, both within and outside the classroom, and was recognized numerous times for the superb quality of his teaching skills, having received the 2006 W.E. Wine Award for Excellence in Teaching, multiple College of Engineering Certificates of Teaching Excellence, and six recognition awards from students and alumni of the Via Department of Civil and Environmental Engineering for excellence in teaching; and

**WHEREAS**, Dr. Loganathan was a passionate scholar both in terms of his high-quality publications as well as his thirst for knowledge, demonstrated by his countless number of hours spent each year in Newman Library as well as the hundreds of textbooks, technical reports and published papers that he collected during his career; and

**WHEREAS**, the faculty, staff and students of the Via Department of Civil and Environmental Engineering wish to forever remember and honor the legacy of our fallen colleague;

**NOW, THEREFORE, BE IT RESOLVED**, that as an enduring tribute to our dear friend, Dr. G.V. Loganathan, the new library facility housed in Patton Hall will be named

**THE G.V. LOGANATHAN LIBRARY**

**RECOMMENDATION:**

That the above resolution naming the G.V. Loganathan Library be approved.

June 1, 2009

## Faculty Personnel Changes Report

### FINANCE AND AUDIT COMMITTEE

June 1, 2009

The Faculty Personnel Changes Report includes new appointments and adjustments in salaries for the general faculty, including teaching and research faculty in the colleges, for administrative and professional faculty that support the university including the library, extension, academic support, athletics, and administration, and for special research faculty positions funded by sponsored grants and contracts. The report is organized by senior management area (college or vice presidential area).

Since the last Board meeting, the university has made the following faculty personnel appointments and salary adjustments:

Teaching and Research Faculty	
New Appointments with Tenure or Continued Appointment	2
New Appointments to Tenure-Track or Continued Appointment Track	10
New Appointment to Non-Tenure Track	1
Adjustments in Salary	20
Administrative and Professional Faculty	
New Appointments	15
Adjustments in Salary	19
Adjustments in Salary - Contractual Arrangement	1
Special Research Faculty	
New Appointments	30
Adjustments in Salary	22

### **RECOMMENDATION:**

That the Board ratify the Faculty Personnel Changes Report.

June 1, 2009

**FACULTY PERSONNEL CHANGES**  
**May 31 - June 1, 2009**

**TEACHING AND RESEARCH FACULTY**

**NEW APPOINTMENTS**

NAME	TITLE	DEPARTMENT	REG or RSTR	Months	CURRENT ACTION			
					EFF DATE	% APPT	ANNUAL RATE	
<u>Agriculture &amp; Life Sciences</u>								
Niewonly, Kim	Assistant Professor	Agriculture & Extension Education	Regular	12	1-Jul-09	100	\$	70,000
Pilot, Guillaume	Assistant Professor	Plant Pathology, Physiology & Weed Science	Regular	9	10-Aug-09	100	\$	70,000
<u>Architecture &amp; Urban Studies</u>								
Hyra, Derek	Associate Professor	School of Public & International Affairs	Regular	9	10-Aug-09	100	\$	80,000
<u>Engineering</u>								
Jung, Sunghwan	Assistant Professor	Engineering Science & Mechanics	Regular	9	10-Aug-09	100	\$	77,000
<u>Liberal Arts &amp; Human Sciences</u>								
Agozino, Onwubiko	Professor - Tenured	Sociology	Regular	12	10-Aug-09	100	\$	105,000
Bauer, Esther	Assistant Professor	Foreign Languages & Literatures	Regular	9	10-Aug-09	100	\$	52,000
Coburn, Melissa	Assistant Professor	Foreign Languages & Literatures	Regular	9	10-Aug-09	100	\$	52,000
Reed, Wornie	Professor - Tenured	Sociology	Regular	9	10-Aug-09	100	\$	145,000
<u>Science</u>								
Bahel, Eric	Assistant Professor	Economics	Regular	9	10-Aug-09	100	\$	86,000
Bray, Bethany	Assistant Professor	Psychology	Regular	9	10-Aug-09	100	\$	68,000
Hong, Yili	Assistant Professor	Statistics	Regular	9	10-Aug-09	100	\$	75,000
Scarola, Vito	Assistant Professor	Physics	Regular	9	10-Aug-09	100	\$	60,000
<u>Veterinary Medicine</u>								
Reeder, Dana	Clinical Assistant Professor	Large Animal Clinical Sciences	Regular	12	9-Mar-09	100	\$	100,000

**TEACHING AND RESEARCH FACULTY****ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	REG or RSTR	Months	CURRENT ACTION			
					EFF DATE	% APPT	ANNUAL RATE	
<u>Agriculture &amp; Life Sciences</u>								
Fell, Richard	Professor	Entomology	Regular	12	1-Mar-09	100	\$	118,540
Hodges, Steven	Professor	Crop & Soil Environmental Sciences	Regular	12	25-Mar-09	100	\$	121,540
Hulver, Matthew	Assistant Professor	Human Nutrition Foods & Exercise	Regular	12	25-Feb-09	100	\$	90,000
Jamison, Kathleen	Associate Professor	4-H General & Administration	Regular	12	25-Mar-09	100	\$	72,476
Mostaghimi, Saied	Professor	Biological Systems Engineering	Regular	12	25-Feb-09	100	\$	199,153
Rudd, Rickie	Professor	Virginia Cooperative Extension	Regular	12	2-Mar-09	100	\$	148,978
Schmale, David	Assistant Professor	Plant Pathology & Weed Science	Regular	12	10-Mar-09	100	\$	77,845
<u>Architecture &amp; Urban Studies</u>								
Knox, Paul	Senior Fellow for International Advancement	School of Public & International Affairs	Regular	12	23-Feb-09	100	\$	258,400
<u>Business</u>								
Belanger, France	Professor	Accounting & Information Systems	Regular	9	10-Aug-08	100	\$	135,240
<u>Engineering</u>								
Borrego, Maura	Assistant Professor	Engineering Education	Regular	12	10-Mar-09	100	\$	117,227
Hong, Dennis	Assistant Professor	Mechanical Engineering	Regular	9	10-Mar-09	100	\$	96,833
Tranter, W. H.	Professor	Bradley Department of Electrical & Computer Engineering	Regular	12	25-Feb-09	100	\$	223,457
<u>Liberal Arts &amp; Human Sciences</u>								
Abbate, Janet	Assistant Professor	Science & Technology in Society	Regular	9	25-Dec-08	100	\$	70,181
Jarrott, Shannon	Associate Professor	Human Development	Regular	12	10-Apr-09	100	\$	97,014
Panford, Moses	Associate Professor	Foreign Languages & Literature	Regular	9	9-May-09	100	\$	68,386

continued

**TEACHING AND RESEARCH FACULTY****ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	REG or RSTR	Months	CURRENT ACTION		
					EFF DATE	% APPT	ANNUAL RATE

**President**

Laubenbacher, Reinhard	Professor	Virginia Bioinformatics Institute	Regular	12	9-May-09	100 \$	148,570
Lawrence, Christopher	Associate Professor	Virginia Bioinformatics Institute	Regular	12	25-Jan-09	100 \$	128,522
Lawrence, Christopher	Associate Professor	Virginia Bioinformatics Institute	Regular	12	13-Mar-09	100 \$	116,522

**Science**

Rosenzweig, Michael	Instructor	Biological Sciences	Regular	9	25-Feb-09	100 \$	48,119
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**Veterinary Medicine**

Abbott, Jonathan	Associate Professor	Small Animal Clinical Sciences	Regular	12	25-Mar-09	100 \$	106,000
Harper, Tisha	Assistant Professor	Small Animal Clinical Sciences	Regular	12	25-Mar-09	100 \$	98,100



**ADMINISTRATIVE AND PROFESSIONAL FACULTY****NEW APPOINTMENTS**

NAME	TITLE	DEPARTMENT	REG or RSTR	Months	CURRENT ACTION			
					EFF DATE	% APPT	ANNUAL RATE	
<u>Agriculture &amp; Life Sciences</u>								
Stevenson, J. Mark	Meat Lab Manager	Animal & Poultry Sciences	Restricted	12	10-Mar-09	100	\$	60,000
Skaggs, Jennifer	New River & Roanoke River Watershed Field Coordinator	Biological Systems Engineering	Restricted	12	17-Feb-09	100	\$	40,959
<u>President</u>								
Doyle, Kevin	Assistant Men's Soccer Coach	Athletics	Regular	12	10-Mar-09	100	\$	35,000
<u>Veterinary Medicine</u>								
Graham, Douglas	Professional Lecturer	Dean - Veterinary Medicine	Restricted	12	25-Mar-09	80	\$	75,000
<u>Vice President for Administrative Services</u>								
Hager, Monte	Assistant Director Business Administration	University Planning, Design & Construction	Regular	12	29-May-09	100	\$	82,697
Hagy, C. Matthew	Electrical Engineer	VT Electric Service	Regular	12	20-Apr-09	100	\$	67,000
Short, Lynn	Electrical Engineer	VT Electric Service	Regular	12	23-Mar-09	100	\$	69,000
<u>Vice President for Alumni Relations</u>								
Griffin, Kelly	Project Manager	Office of Recovery & Support	Restricted	12	2-Feb-09	100	\$	41,000
<u>Vice President for Finance and Chief Financial Officer</u>								
Reed, Chad	Budget/Fiscal Analyst	Budget & Financial Planning	Regular	12	18-May-09	100	\$	50,000
<u>Vice President for Development &amp; University Relations</u>								
Moore, Elizabeth	Director of Development for the Graduate School	University Development	Regular	12	23-Feb-09	100	\$	65,000
Richards, Melissa	Director of Marketing & Strategic Communications	University Relations	Regular	12	9-Mar-09	100	\$	88,500
Secrist, James	Associate Director of Gift Planning	University Development	Regular	12	1-Apr-09	100	\$	87,000

continued

**ADMINISTRATIVE AND PROFESSIONAL FACULTY*****NEW APPOINTMENTS***

NAME	TITLE	DEPARTMENT	REG or RSTR	Months	CURRENT ACTION		
					EFF DATE	% APPT	ANNUAL RATE

**Vice President for Outreach**

Bonham, Whitney	Economic Development Specialist	Office of Economic Development	Restricted	12	10-Apr-09	100	\$	37,500
Grohs, Jacob	Assistant Director for Student Engagement Programs	Center for Student Engagement & Community Partnerships	Restricted	12	25-May-09	100	\$	36,000
Todd, Andrea	Associate Director, Language & Culture Institute	Outreach Program Development	Restricted	12	2-Mar-09	100	\$	54,000

**ADMINISTRATIVE AND PROFESSIONAL FACULTY****ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	REG or RSTR	Months	CURRENT ACTION		
					EFF DATE	% APPT	ANNUAL RATE
<u>Agriculture &amp; Life Sciences</u>							
Bonnett, Erika	Associate Extension Agent, 4-H Youth Development/Interim Unit Coordinator	Virginia Cooperative Extension	Regular	12	10-Mar-09	100	\$ 38,800
<u>Dean of Libraries</u>							
Kenney, Donald	Associate Dean	University Libraries	Regular	12	10-Jan-09	100	\$ 122,064
Obenhaus, Bruce	Interim Head of Interlibrary Loan	University Libraries	Regular	12	10-Jan-09	100	\$ 70,494
Stovall, Connie	Instructor	University Libraries	Regular	12	10-Feb-09	100	\$ 40,640
Young, Phillip	Instructor	University Libraries	Regular	12	10-Feb-09	100	\$ 41,208
<u>President</u>							
Greenberg, Seth	Head Men's Basketball Coach	Athletics	Regular	12	1-Apr-09	100	\$ 218,478
<u>Vice President for Administrative Services</u>							
Dent, David	Associate Director for New Construction	University Planning, Design & Construction Services	Regular	12	25-Mar-09	100	\$ 93,641
McCoy, Robin	Business Manager	Transportation & Campus Services	Regular	12	25-Feb-09	100	\$ 50,780
<u>Vice President for Development &amp; University Relations</u>							
Cox, Clara	Director of University Publications	University Relations	Regular	12	10-Apr-09	100	\$ 90,000
Hovis, Cecelia	Brand Marketing Manager	University Relations	Regular	12	9-Apr-09	100	\$ 56,160
Owczarski, Mark	Director of News & Information	University Relations	Regular	12	10-Apr-09	100	\$ 90,000
Stith, Randall	Director of Visual & Broadcast Communications	University Relations	Regular	12	10-Apr-09	100	\$ 90,000
<u>Vice President for Finance and Chief Financial Officer</u>							
Key, Barry	Associate Director	Budgeting & Financial Planning	Regular	12	25-Jan-09	100	\$ 104,450
Shepard, Brennan	Budget/Fiscal Analyst	Budgeting & Financial Planning	Regular	12	10-Apr-09	100	\$ 52,900

continued

**ADMINISTRATIVE AND PROFESSIONAL FACULTY****ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	REG or RSTR	Months	CURRENT ACTION			
					EFF DATE	% APPT	ANNUAL RATE	
<u>Vice President for Research</u>								
Brady, David	Director	Office of Export & Secure Research Compliance	Regular	12	10-Feb-09	100	\$	100,000
<u>Vice President for Student Affairs</u>								
Badinelli, Kimberle	Associate Director of Administration for Communications & Marketing	Vice President for Student Affairs	Regular	12	10-Apr-09	100	\$	73,000
Bonner, Cynthia	Chief of Staff & Director of Administration	Vice President for Student Affairs	Regular	12	10-Apr-09	100	\$	115,000
Kidd, Vera	Associate Director of Planning & Business Services	Vice President for Student Affairs	Regular	12	10-Apr-09	100	\$	87,500
<u>Vice President &amp; Dean for Undergraduate Education</u>								
Allen, Tracey	Coordinator of Recruiting	Distance Learning & Summer Sessions	Regular	12	20-Feb-09	100	\$	42,500
McGlothlin-Lester, Marlena	Academic Advisor	University Studies	Regular	12	25-Feb-09	100	\$	35,000
Thompson, Jody	Assistant Director	Center for Academic Enrichment & Excellence	Regular	12	9-Feb-09	100	\$	41,000

**SPECIAL RESEARCH FACULTY****NEW APPOINTMENTS**

NEW APPOINTMENTS

NAME	TITLE	DEPARTMENT	REG or RSTR	Months	CURRENT ACTION			
					EFF DATE	% APPT	ANNUAL RATE	
<b><u>Agriculture &amp; Life Sciences</u></b>								
Basu, Sanjay	Postdoctoral Associate	Entomology	Restricted	12	1-Apr-09	100	\$	37,000
Newcomb, Maria	Postdoctoral Associate	Plant Pathology, Physiology & Weed Science	Restricted	12	1-May-09	100	\$	35,000
Shao, Jing-Ai	Postdoctoral Associate	Biological Systems Engineering	Restricted	12	20-Apr-09	100	\$	38,334
Zhou, Changhe	Research Associate	Biological Systems Engineering	Restricted	12	10-Mar-09	100	\$	37,000
Ziegler, Peter	Research Assistant Professor	Food Science & Technology	Restricted	12	10-Aug-09	100	\$	57,500
<b><u>Engineering</u></b>								
Benning, Jennifer	Postdoctoral Associate	Civil & Environmental Engineering	Restricted	12	1-Apr-09	100	\$	40,000
Chang, Yue	Research Scientist	Center for Power Electronics Systems	Restricted	12	1-May-09	100	\$	50,000
Das, Jaydip	Research Scientist	Materials Science & Engineering	Restricted	12	10-Mar-09	100	\$	44,500
Ji, Shu	Research Associate	Center for Power Electronics Systems	Restricted	12	10-Apr-09	100	\$	70,000
Lee, Jongwon	Postdoctoral Associate	Civil & Environmental Engineering	Restricted	12	10-Apr-09	100	\$	40,000
Lin, Heshan	Senior Research Associate	Computer Science	Restricted	12	10-Apr-09	100	\$	50,000
Shende, Apoorva	Postdoctoral Associate	Engineering Science & Mechanics	Restricted	12	25-Mar-09	60	\$	24,000
Shrotri, Kshitij	Postdoctoral Associate	Aerospace & Ocean Engineering	Restricted	12	25-Apr-09	100	\$	49,000
Zaghloul, Amir	Research Professor	Bradley Department of Electrical & Computer Engineering	Restricted	9	16-Feb-09	100	\$	117,700
<b><u>Liberal Arts &amp; Human Sciences</u></b>								
Hayes, Melinda	Research Associate	Educational Research & Outreach	Restricted	12	16-Feb-09	100	\$	43,460
Nelson, Christine	Research Associate	Educational Research & Outreach	Restricted	12	10-Feb-09	100	\$	43,460

continued

**SPECIAL RESEARCH FACULTY****NEW APPOINTMENTS**

NAME	TITLE	DEPARTMENT	REG or RSTR	Months	CURRENT ACTION			
					EFF DATE	% APPT	ANNUAL RATE	
<b><u>Natural Resources</u></b>								
Chen, Yu	Postdoctoral Associate	Fisheries & Wildlife Science	Restricted	12	10-May-09	100	\$	54,000
Errigo, Michael	Postdoctoral Associate	Fisheries & Wildlife Science	Restricted	12	10-Mar-09	100	\$	40,000
Gorman, Thomas	Postdoctoral Associate	Fisheries & Wildlife Science	Restricted	12	10-May-09	80	\$	30,400
Li, Bin	Postdoctoral Associate	Wood Science & Forest Products	Restricted	12	1-Mar-09	100	\$	36,982
<b><u>President</u></b>								
Hefta, Stanley	Research Professor	Virginia Bioinformatics Institute	Restricted	12	1-Apr-09	100	\$	160,000
<b><u>Science</u></b>								
Alford, Shannon	Postdoctoral Associate	Biological Sciences	Restricted	12	10-Apr-09	100	\$	38,340
Jorge, Paulo	Postdoctoral Associate	Biological Sciences	Restricted	12	1-May-09	100	\$	40,200
Kundu, Santanu	Postdoctoral Associate	Postdoctoral Associate	Restricted	12	23-Mar-09	100	\$	56,000
Rakotondraibe, Harinantenaina	Research Scientist	Chemistry	Restricted	12	30-Mar-09	100	\$	43,000
Verdugo, Anael	Postdoctoral Associate	Biological Sciences	Restricted	12	10-Aug-09	100	\$	50,000
Wong, Kenneth	Research Assistant Professor	Physics	Regular	12	2-Mar-09	100	\$	125,000
<b><u>Vice President for Research</u></b>								
Johnson, Bruce	Research Professor	VTC Health & Medical Education	Restricted	12	25-Feb-09	100	\$	193,919
Park, Sangjun	Research Associate	Virginia Tech Transportation Institute	Restricted	12	25-Feb-09	100	\$	48,500
Workman, Florence	Project Director	VTC Health & Medical Education	Restricted	12	25-Feb-09	100	\$	261,000

**SPECIAL RESEARCH FACULTY****ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	REG or RSTR	Months	CURRENT ACTION			
					EFF DATE	% APPT	ANNUAL RATE	
<u>Agriculture &amp; Life Sciences</u>								
Dalal, Seema	Research Scientist	Biochemistry	Restricted	12	25-Feb-09	100	\$	41,600
Hall, Maria	Research Scientist	Crop & Soil Environmental Sciences	Restricted	12	25-Nov-08	100	\$	43,564
<u>Engineering</u>								
Bailey, Elijah	Research Associate	Software Technologies Lab	Restricted	12	10-Feb-09	80	\$	35,920
Edmison, Jr. Kenneth	Senior Research Associate	Software Technologies Lab	Restricted	12	10-Feb-09	80	\$	58,240
Elmore, Bethany	Research Associate	Software Technologies Lab	Restricted	12	10-Feb-08	80	\$	51,200
Fuller, Sheldon	Research Associate	Software Technologies Lab	Restricted	12	10-Feb-09	80	\$	66,080
Hinze, Nicolas	Senior Research Associate	Civil & Environmental Engineering	Restricted	12	25-Apr-09	100	\$	60,000
Howard, Mark	Senior Research Associate	Software Technologies Lab	Restricted	12	10-Feb-09	80	\$	99,120
Hubbard, III Elbert	Senior Research Associate	Software Technologies Lab	Restricted	12	10-Feb-09	80	\$	43,360
Jaegar, Robert	Senior Research Associate	Software Technologies Lab	Restricted	12	10-Feb-09	80	\$	69,600
Kelley, Gregory	Research Associate	Software Technologies Lab	Restricted	12	10-Feb-09	80	\$	67,840
Pratt, Jonathan	Research Associate	Software Technologies Lab	Restricted	12	10-Feb-09	80	\$	40,000
Toso, Alessandro	Postdoctoral Associate	Vibrations & Acoustics Laboratory	Restricted	12	1-Jan-09	100	\$	50,000
<u>Liberal Arts &amp; Human Sciences</u>								
Brossoie, Nancy	Senior Research Associate	Center for Gerontology	Restricted	12	10-Feb-09	100	\$	54,625
Seibert, Michele	Project Associate	Office for Educational Research & Outreach	Restricted	12	10-Apr-09	100	\$	41,165
<u>Natural Resources</u>								
Fabiyi, James	Postdoctoral Associate	Wood Science & Forest Products	Restricted	12	10-Feb-09	100	\$	40,570
Klopfer, Scott	Senior Research Associate	Conservation Management Institute	Restricted	12	5-Jan-09	100	\$	70,000



continued

**SPECIAL RESEARCH FACULTY****ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	REG or RSTR	Months	CURRENT ACTION			
					EFF DATE	% APPT	ANNUAL RATE	
<u>Science</u>								
Bautista, Manuel	Research Scientist	Physics	Restricted	12	25-Jan-09	100	\$	60,000
<u>Vice President for Outreach</u>								
Guilbaud, Patrick	Senior Research Associate	Office for International Research Education & Development	Restricted	12	25-Nov-08	100	\$	78,072
Rangaswamy, Muniappan	Senior Project Associate	Office for International Research Education & Development	Restricted	12	25-Nov-08	100	\$	88,425
Rich, Miriam	Research Associate	Office for International Research Education & Development	Restricted	12	25-Nov-08	100	\$	56,202
<u>Vice President for Research</u>								
McLaughlin, Shane	Research Scientist	Virginia Tech Transportation Institute	Restricted	12	25-Apr-09	100	\$	110,207

## 2009-10 Promotion, Tenure, and Continued Appointment Program

**April 15, 2009**

Traditionally, increases for faculty promoted in the spring are effective at the beginning of the academic year (or in the case of calendar-year faculty, at the beginning of the fiscal year). Consistent with the 2009-10 faculty compensation plan, salary adjustments are proposed at this time for teaching and research faculty who have been promoted in rank during the 2008-09 academic year. The following raises are recommended for promotions to:

Professor	\$4,000
Associate Professor	3,000
Assistant Professor	2,000

The clinical faculty track provides for long-term, full-time or part-time faculty appointments to individuals whose primary responsibilities are instruction and/or service in a clinical setting, such as veterinary medicine. Tenure cannot be earned in these ranks, and time spent in one of these ranks is not applicable toward probationary tenure-track faculty service. There are four clinical ranks beginning with Clinical Instructor. Those clinical faculty members with outstanding performance may be considered for promotion in rank by the relevant departmental and college promotion and tenure committees, with administrative approval by the Provost. The following raises are recommended for promotions to:

Clinical Professor	\$4,000
Clinical Associate Professor	3,000
Clinical Assistant Professor	2,000

Extension faculty are also eligible for promotion in rank. The three ranks for extension faculty are Associate Agent, Agent, and Senior Agent. The following raises are recommended for promotions to:

Senior Agent	\$3,000
Agent	2,000

There are three ranks for faculty on the instructor track approved for 2008-09: Instructor, Advanced Instructor, and Senior Instructor. This is the second year for implementation of the rank promotion process for instructors. During this transition period, those with considerable experience were eligible for promotion directly from Instructor to Senior Instructor, with a combination of the two adjustment amounts. The following raises are recommended for promotions to:

Senior Instructor	\$3,000
Advanced Instructor	2,000

After the intensive evaluation of departments, colleges, and the University promotion and tenure (or continued appointment) committee, and in accordance with the faculty compensation plan, the following faculty are recommended for promotion and/or tenure or continued appointment.

Name	Promoted Rank	Recommended	Appt	Increase over 2008-09		Code
		Salary 2009-10		Amount	Percent	
<b><u>COLLEGE OF AGRICULTURE &amp; LIFE SCIENCES</u></b>						
Davy Kevin P	Professor	133,910	CY	4,000	3.08	2
Doak Samuel O	Advanced Instructor	48,149	AY	2,000	4.33	2
Dolan Erin L	Associate Professor	90,476	AY	3,000	3.43	3
Lytton Ruth H	Professor	83,421	AY	4,000	5.04	2
Mykerezzi Pavli	Advanced Instructor	73,500	CY	2,000	2.80	2
Schmelz Eva Maria	Associate Professor	116,763	CY	0	0.00	1
Shulaev Vladimir	Professor	119,928	CY	4,000	3.45	3
<b><u>COLLEGE OF ARCHITECTURE &amp; URBAN STUDIES</u></b>						
Dunaway Wilma A	Professor	75,194	AY	4,000	5.62	2
Khademian Anne M	Professor	92,654	AY	4,000	4.51	2
Lang Robert E	Professor	161,145	AY	4,000	2.55	2
Niewald Janet L	Senior Instructor	45,041	AY	5,000	12.49	2
Thabet Walid Y	Professor	84,235	AY	4,000	4.99	2
Vernon Mitzi R	Professor	75,572	AY	4,000	5.59	2
<b><u>COLLEGE OF ENGINEERING</u></b>						
Arthur James D	Professor	106,448	AY	4,000	3.90	2
Bailey Scott M	Associate Professor	91,777	AY	3,000	3.38	3
Barnette Noah D	Senior Instructor	64,771	AY	5,000	8.37	2
Case Scott W	Professor	130,834	CY	4,000	3.15	2
Ellingson Steven W	Associate Professor	95,628	AY	3,000	3.24	3
Hong Dennis W	Associate Professor	99,833	AY	3,000	3.10	3
Marand Eva	Professor	96,828	AY	4,000	4.31	2
McQuain William D	Senior Instructor	56,621	AY	5,000	9.69	2
Meehan Kathleen	Associate Professor	100,783	AY	3,000	3.07	3
Murali T M	Associate Professor	90,646	AY	3,000	3.42	3
Nikolopoulos Dimitrios S	Associate Professor	94,948	AY	0	0.00	1
Onufriev Alexey	Associate Professor	89,692	AY	3,000	3.46	3
Park Jung-Min	Associate Professor	89,129	AY	3,000	3.48	3
Patterson Cameron D	Associate Professor	91,560	AY	0	0.00	1
Paul Mark R	Associate Professor	84,418	AY	3,000	3.68	3
Raman Sanjay	Professor	163,971	CY	4,000	2.50	2
Roan Michael J	Associate Professor	91,249	AY	0	0.00	1
Southward Steve C	Associate Professor	96,538	AY	0	0.00	1
Terpenny Janis P	Professor	95,000	AY	4,000	4.40	2
<b><u>COLLEGE OF LIBERAL ARTS &amp; HUMAN SCIENCES</u></b>						
Bliss Michael J	Senior Instructor	45,319	AY	5,000	12.40	2
Carter-Tod Sheila L.	Associate Professor	59,014	AY	3,000	5.36	3
Dunston Michael E	Senior Instructor	46,774	AY	5,000	11.97	2
Fallon Kathleen Sallitt	Advanced Instructor	36,238	AY	2,000	5.84	2
Hawdon James E	Professor	82,795	AY	4,000	5.08	2
Hirt Joan B	Professor	88,612	AY	4,000	4.73	2
Jenkins Dale M	Advanced Instructor	47,103	AY	2,000	4.43	2
Kuypers Jim A	Associate Professor	65,162	AY	3,000	4.83	3
McDuffie Nancy B	Senior Instructor	69,186	AY	5,000	7.79	2
Mengert Julie Lynn	Advanced Instructor	37,339	AY	2,000	5.66	2
Neilan Leslie	Senior Instructor	50,626	AY	5,000	10.96	2
Ott Walter Richard	Associate Professor	59,758	AY	3,000	5.29	3
Patton Herbert R	Senior Instructor	45,422	AY	5,000	12.37	2
Raun Patricia A	Professor	105,447	CY	4,000	3.94	2
Salaita Steven G	Associate Professor	66,750	AY	3,000	4.71	3
Skinner Linda C	Senior Instructor	43,091	AY	5,000	13.13	2
Vollmer James M	Advanced Instructor	36,238	AY	2,000	5.84	2
Wemhoener Jane A	Senior Instructor	50,407	AY	5,000	11.01	2

Name	Promoted Rank	Recommended	Appt	Increase over 2008-09		Code
		Salary 2009-10		Amount	Percent	
<b><u>COLLEGE OF NATURAL RESOURCES</u></b>						
Fox Thomas R	Professor	116,200	CY	4,000	3.57	2
Hopkins William A	Associate Professor	100,274	CY	0	0.00	1
Kennedy Lisa M	Associate Professor	66,375	AY	3,000	4.73	3
<b><u>COLLEGE OF SCIENCE</u></b>						
Crawford Daniel	Professor	107,199	CY	4,000	3.88	2
Eddleton Jeannine E	Advanced Instructor	45,000	AY	2,000	4.65	2
Etzkorn Felicia A	Professor	81,000	AY	4,000	5.19	2
Hodges Charles B	Senior Instructor	65,367	CY	5,000	8.28	2
Khodaparast Giti	Associate Professor	69,500	AY	3,000	4.51	3
Lawrence Christopher B	Associate Professor	116,522	CY	0	0.00	1
Lazar Maria Iuliana	Associate Professor	93,587	CY	3,000	3.31	3
Li Liwu	Professor	125,333	CY	4,000	3.30	2
Moore Ignacio T	Associate Professor	68,000	AY	3,000	4.62	3
Rosenzweig Michael S	Advanced Instructor	50,119	AY	2,000	4.16	2
Troya Diego	Associate Professor	64,900	AY	3,000	4.85	3
Valett Herbert M	Professor	84,500	AY	4,000	4.97	2
<b><u>COLLEGE OF VETERINARY MEDICINE</u></b>						
McKenzie Harold C	Associate Professor	102,077	CY	3,000	3.03	3
Rossmelst John H	Associate Professor	100,400	CY	3,000	3.08	3
Swecker William S	Professor	102,100	CY	4,000	4.08	2
<b><u>LIBRARIES</u></b>						
Goldbeck Kyrille K	Assistant Professor	43,710	CY	2,000	4.80	2
<b><u>VIRGINIA COOPERATIVE EXTENSION</u></b>						
Andruczyk Michael Anthon	Agent	47,100	CY	2,000	4.43	2
Cole Linda J	Agent	45,059	CY	2,000	4.64	2
Dawley Lindsay W	Agent	40,800	CY	2,000	5.15	2
Estienne Cynthia E	Agent	44,100	CY	2,000	4.75	2
Hairston Brian L	Agent	42,306	CY	2,000	4.96	2
Hairston Shewana Lynette	Agent	41,206	CY	2,000	5.10	2
Mallory Sharon Franklin	Agent	46,600	CY	2,000	4.48	2
Moore David M	Senior Agent	61,317	CY	3,000	5.14	2
Morris Wythe Carroll	Agent	47,200	CY	2,000	4.42	2
Rosson Charles Ashby	Agent	50,225	CY	2,000	4.15	2
Shockley William Edward	Agent	51,876	CY	2,000	4.01	2
Smith Crystal Elizabeth	Agent	45,500	CY	2,000	4.60	2
Snyder Glenda Moorefield	Senior Agent	69,699	CY	3,000	4.50	2
Stowe Jamie N	Agent	43,600	CY	2,000	4.81	2
Swanson Carrie A	Agent	48,680	CY	2,000	4.28	2
Yancey Matthew W	Agent	42,150	CY	2,000	4.98	2
				<b>255,000</b>		

Code:

1. Tenure
2. Promotion
3. Promotion with Tenure

**RECOMMENDATION:**

That Promotions and Awards of Tenure or Continued Appointment be approved.

June 1, 2009

Remarks made during the BOV Meeting

Hardus Odendaal  
President, Faculty Senate of Virginia Tech

Delivered at the BOV Informational Session  
Sun, May 31, 2009

Thank you Mr. Rector, members of the Board of Visitors, Ladies and Gentlemen

Only two short months have gone by since the last board meeting. In one Faculty Senate meeting Provost Mark McNamee shared with the Senate information about the implementation of the budget cuts and the challenges that the University faces. Mr. Dwight Shelton also presented an update on the University budget and the State's Budget. In another meeting Dr. Bob Jones presented the University's SACS Quality Enhancement Plan. Then Dr. John Randolph presented the Virginia Tech Climate Action Commitment & Sustainability Plan and the Resolution on the Virginia Tech Climate Action Commitment, which was prepared by a special subcommittee of the Energy & Sustainability Committee in response to a charge made to them by President Steger. This resolution will come before the Board tomorrow and outlines the University's commitment to address climate changes and environmental sustainability, save on energy consumption and become a 'greener' University by reducing carbon emissions. Some of the proposed actions will not be cost effective in the immediate economic climate, but in Faculty Senate a motion was passed (with two abstentions), through which the Senate supports, in principle, the work and goals of committee and also to commend the committee for the excellent work they have done.

The 2009-2010 Faculty Senate President will be Prof. Gary Long from the Department of Chemistry. Gary received his PhD from North Carolina State University in 1982 and served as a National Science Foundation Program Director in the Division of Undergraduate Education in 1999. Prof. Mike Ellerbrock was elected as the next Vice President of the Faculty Senate. He is professor in the Department of Agricultural and Applied Economics and Head of the Center for Economic Education. Prof. Ellerbrock was formerly the Assistant Vice President for Academic Affairs at the University of East Texas Austin and recipient of numerous awards including the University SPORN Award. I believe you will enjoy working with both Gary and Mike next year.

I would like to pause for a moment and mention a few of the items that we have not yet accomplished, but that we hope to:

## 1. SALARY INCREASES

The University has been striving for several years now to raise compensation to the 60<sup>th</sup> percentile as compared to our peers, but salaries have essentially remained unchanged over a few cycles especially as a result of the State General Fund Reversions. I hope that that compensation levels will remain a high priority.

## 2. SPECIAL RESEARCH FACULTY

Special Research is still the only constituent group on campus without any representation in the Shared Governance system and we have not made enough progress to resolve this and provide a vehicle for their participation and representation in University Governance. We shall keep working with the Research Division.

## 3. FACULTY CLUB

We do not have a Faculty Facility yet, however I am very grateful to report that the Provost and President's Offices have presented us with a pilot initiative to facilitate faculty functions in a space on campus. We shall proceed with this program this coming year and I'd like to thank Dr. McNamee and Dr. Steger for their continued support to make this a success.

## 4. PARKING AND TRAFFIC

At one of our last meetings Dr. John Jelesko updated the senators on the work of the Parking and Transportation Committee and on the impact of new construction and parking garages. Parking and Traffic is a vexed issue on campus that will most likely receive more and more attention as we proceed into next year.

## 5. ETHICS

The last item on my list is somewhat close to my heart and concerns ethic. I believe that we can do more to reaffirm our strive to behave ethically and with integrity on campus and as members of the community; and to educate ourselves and other on what it means to be ethical, so that we are not almost ethical or mostly ethical, but always ethical in every aspect of University community. On campus we deal with ethics in Research, ethics in science, ethics in engineering, ethics in medicine, ethics in management, ethics in collegial relationships, ethics in teaching and in every aspect of our daily routines and in doing business with one another. Ethics is important in every leadership role, and a campus like ours is filled with leaders. Faculty are leaders in their respective fields and in the classrooms, administrators are leaders in their Units and Offices, we have leaders who volunteer to run programs and so on, but most importantly, as a campus, we are intimately involved with educating and helping to build the careers of the leaders of tomorrow. As we are growing diversity on campus, it is also our responsibility to educate people from different cultures and backgrounds to understand exactly what we mean with the word ethics. There is really no such thing as business ethics or social ethics – ethics is always a personal issue. I therefore believe that emphasizing our commitment to treat one another ethically and providing that as an explicit a guideline in our pledge, that it will enrich our

community and contribute to the campus climate and the general welfare of the University. Neither the word ethics nor the word integrity appears in our Principles of Community, and perhaps statement underlying ethical behavior should be included in that important writing so that it will apply and awareness be raised to a higher level of visibility to everyone on campus.

Mr. Rector in conclusion I'd like to say that I have thoroughly enjoyed working with the Board of Visitors this past year. I do believe we have an exemplary model of Shared Governance and it is in a great part due to your strong commitment to all members of the University community. Your support and eagerness to learn what is on the hearts and minds of faculty is most appreciated. On behalf of the faculty, we thank you.

I enjoyed working with Tom, Linsey and Arlene and wish them the best in their future endeavors.

Finally, I'd like to thank President Steger and Provost McNamee for their efforts in supporting a healthy climate for Shared Governance and for taking time out of their schedules for regular meetings with Faculty Senate leadership.

It's been an honor to serve, thank you for this opportunity.

That concludes my report.



**GRADUATE STUDENT REPRESENTATIVE CONSTITUENCY REPORT TO THE  
VIRGINIA TECH BOARD OF VISITORS  
May 31, 2009**

**Introduction**

Thank you Mr. Rector. Good afternoon President Steger, distinguished Board members, and guests. I am honored to be here again speaking to you on behalf of graduate students. Since I last had the opportunity to speak to you, graduate students have kept busy and finished up another successful semester. Now that it is summer, many graduate students are still around, teaching summer classes, working on campus, researching, and finding some time to enjoy Blacksburg in the summer. We are also excited about the upcoming fall semester and a few big events including the opening of the GLC Plaza. The GLC Plaza will be an outdoor gathering place and cultural hub for graduate students and the entire campus community. Currently, the Graduate School is inviting graduate students, student groups, alumni, and other supporters of graduate education to purchase engraved pavers for the plaza. These pavers will tell the many stories that make up the history of graduate education at Virginia Tech. We look forward to taking full advantage of this new space.

**Issues and Activities**

Throughout the year you've heard me report on a range of graduate student concerns including: healthcare coverage and quality, increasing fees, summer status for graduate students, diversity, and advising and mentoring quality. We continue to work with members of the university community to address these concerns and improve the quality of graduate education at Virginia Tech, in order to recruit and retain the highest caliber graduate students. Specifically, this semester, President Steger held three lunches with graduate students, including the first ever "Lunch with the President" in the Graduate Life Center. During these lunches, students enjoyed communicating directly with senior administrators to express concerns and learn about the current state of the University. In addition, my successor, Rebecca French, the incoming GSA President, Laura Freeman, and I have also worked in recent weeks with several members of the Office of the Assistant Vice President for Finance, the Director of Risk Management, the Assistant Vice President for Student Affairs, and others to continue to discuss concerns related to healthcare access, cost, and quality for graduate students. We are optimistic about these ongoing conversations to improve these services.

In March, I also mentioned that the tragedy at the Graduate Life Center had brought to the surface existing concerns amongst graduate students related to mental health, and coping with stress and frustrations. In response to these concerns, Cook Counseling has begun offering drop-in hours in the Graduate Life Center each week and funding has been secured so they can continue to offer services in the GLC. These hours have been extremely well-received and graduate students are thankful for the responsiveness of the Graduate School and the staff at Cook to their needs.

With regard to advising and mentoring concerns, I would like to take a moment today to reflect a bit on graduate culture and the climate within graduate education nationwide. Concerns related to mentoring and advising are tough to just “solve” with a new policy or program. Understanding the larger context will be essential in continuing to discuss and move forward on these challenging but critical issues. One of the current trends in the U.S. related to graduate education has to do with the climate within academia as a whole. There have been a number of recent pieces in journals and publications, including the Chronicle of Higher Education, Academe, and The New York Times, which speak to contemporary challenges facing graduate education. These articles discuss the current “bad reputation” of the academy amongst graduate students, who perceive research institutions, in particular, as being unfriendly toward any sort of work-life balance. They also discuss the importance of rethinking the structure of graduate education to more broadly incorporate interdisciplinary scholarship and to push even harder towards global competencies. The negative perceptions amongst graduate students discussed in these publications should be concerning to research institutions across the country. Identifying the sources of these negative perceptions will be critical for ensuring that the scholars of tomorrow are willing to enter the academy and work in higher education.

At Virginia Tech we are not immune to these issues. I have spoken throughout the year about concerns related to advising/mentoring quality and a bullying culture within some of our graduate programs. I have also spoken about many of the initiatives and resources we have in place to support graduate students. We are doing many things very well, and in fact, in many ways, we are leading the way with transforming graduate education and the culture. However, graduate students at this university are still very vulnerable to pockets of non-support or indifference related to our institutional commitments to inclusive excellence and transformative graduate education.

We have a responsibility to ensure that all of our students, and in particular graduate students who are the future of higher education, understand the importance of diversity and inclusion, not just as institutional values but as integrated components of scholarship, teaching, and service activities. We need to stop the perpetuation of any culture of bullying or exclusion in our graduate programs. And we have to work together to develop programs and initiatives which will shape not only the future of graduate education at Virginia Tech based on our strategic vision, but also have a broader impact by shaping Virginia Tech students who will be entering the workforce across the country and the world. To that end, Dean DePauw has created a Task Force on Graduate Culture with both faculty and students working together on identifying strategies and innovative ideas for accomplishing this large, and often nebulous, goal and overall cultural transformation. The Task Force is aiming to report on their recommendations by the end of the fall semester and I hope that this Board and the administration of the University will be open and receptive to considering their recommendations and offering support from all levels of

the University to the Graduate School in implementing those recommendations which are feasible.

### **Conclusion**

In conclusion, I'd like to briefly introduce our next Graduate Representative, Ms. Rebecca French. I know that she is ready to serve and forge her own path in this position. Rebecca is a Ph.D. student in the Department of Geosciences focusing on nanoscience and geochemistry. She earned her bachelor of arts at Oberlin College and her Master's degree in soil science from Cornell University. She has served on the Graduate Student Assembly for two years and is active in many interdisciplinary initiatives on campus as an NSF IGERT fellow in the EIGER (Exploring Interfaces through Graduate Education and Research) program and as a member of the Environmental Nanoscience and Technology Laboratory in the new ICTAS building.

Finally, I'd like express my gratitude to you, the Virginia Tech Board of Visitors, as well as to the university administration. I have learned a great deal from you and will always be thankful for having had this opportunity. Most of all, I'd like to thank my fellow graduate students for allowing me to speak on their behalf. It has been an honor and a privilege to serve such an amazing group of scholars, leaders, teachers, and citizens.

**--- Linsey M. Barker, May 31, 2009**

**Staff Senate Constituency Report**  
**Virginia Tech Board of Visitors**  
**May 31, 2009**  
**Thomas Tucker, Staff Senate President**

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Rector Lawson, members of the Board of Visitors, President Steger, administrators and guests. I would like to express what a pleasure it has been working with the Board this past year, and I look forward to again serving as the Staff Representative in the coming year. It has been my privilege to work alongside the Student, Graduate-Student and Faculty constituency representatives to the Board in the preceding year. I would like to wish Arlane (Gordon-Bray) and Linsey (Barker) the best, as they move forward in their careers. I anticipate that Dr. Odendaal and I will continue to have conversations regarding campus issues. I am also looking forward to working with Ms. Kristina Hartman, Undergraduate Student Representative; Ms. Rebecca French, Graduate Student Representative and Professor Gary Long, Faculty Senate Representative in the upcoming year.

The Staff Senate appreciates the opportunity to bring forward issues, important to the staff, for discussion and consideration by the Board. Again, thank you for this opportunity to discuss the activities, initiatives and concerns regarding the Virginia Tech Staff and Staff Senate.

**Promotion of Diversity:** In on-going support of the values expressed in the “Virginia Tech Principles of Community”, the Staff Senate continues to conduct programs to generate awareness and understanding of Virginia Tech’s diverse cultures and communities. The Staff Senate has invited Ms. Maggie Sloan, Director of Compliance and Conflict Resolution from The Office for Equity and Inclusion, to present at the June Senate meeting. The program will center on the

proposed changes to University Policy 1025 “Anti-Discrimination and Harassment Prevention Policy” as related to Gender Identity Issues.

**Community Service through the VT-ENGAGE Program:** The Staff Senate continues to provide volunteer service and support to the community through the VT-ENGAGE program. Senators provided support to the Blacksburg Interfaith food pantry as our group project. Support for local food banks includes conducting food drives at Staff Senate meetings. The Staff Senate also assisted in promoting the VT-ENGAGE lapel pin program as part of their volunteerism drive (The 1<sup>st</sup> 1000 persons to pledge and/or serve 50 hours receive a special brass lapel pin).

**Leadership Development:** The 15<sup>th</sup> Annual McComas Staff Leadership Seminar was held earlier this month. Having grown over the previous 14 years from a program initiated to develop leadership skills among Virginia Tech’s Staff Senators, to promoting leadership skills for all Virginia Tech staff, to include staff from other Universities in the Commonwealth, this year the McComas Seminar reached beyond the Virginia’s borders. Even in the current economic climate, the planned expansion of the McComas Seminar, to include ACC Member and regional Universities and Colleges, has begun moving this seminar towards becoming a regional and potentially a national conference. The goal of the conference was to promote inter-collegiate discussion of ideas and best practices in shared governance systems. Progress was made towards that goal. The conference, held on May 7<sup>th</sup>, generated approximately 160 registration requests for the 125 available conference seats. Of the participants, seven were from five other universities including two representatives from Virginia Commonwealth University, two representatives from UVA Wise, one representative from George Mason University, one representative from the University of William & Mary, and one representative from East

Tennessee State University. The seminar theme was, "The Changing Faces of Staff Leadership" and that theme is reflected in the attendance numbers. For 60% of those attending, this was their first McComas Seminar and 70% of those attending were not currently participating in shared governance.

The Staff Senate would like to thank, Dr. Steger for making time in his busy schedule to welcome the participants to the seminar.

Mr. Charles Lattimer provided the Keynote address. Breakout sessions included:

Involvement Through Work Load presented by Gary Kinder

Leading & Understanding Change in Higher Education presented by Hal Irvin

Economic Forces presented by Carl Mitchell

Retirement & Succession Planning presented by Doug Martin & Keisha Williams

Generations working together presented by Nicole Phillip

Apathy vs. Enthusiasm presented by Bob Meadows.

Of the several staff representative from universities that could not attend this year's seminar, approximately 10, expressed interest in attending future Regional Staff Leadership Conferences, as the economy begins to recover.

**Communication and Recognition - Commission on Staff Policies and Affairs (CSPA):** The CSPA continues to promote Staff Recognition, open communications, and Staff development.

Staff Recognition: The Virginia Tech Staff Leadership Award subcommittee of CSPA completed the difficult task of sorting through the numerous nominations for the second annual presentation

of this award. Five semi-finalists were recognized and two finalist received \$500 checks at the previously mentioned McComas Seminar.

The two finalists are:

Jacqueline Eaves, Facilities – Housekeeping Services

David Simmons, Engineering Science & Mechanics

Communications: CSPA along with the Staff Senate are primary conduits for transmitting information to Staff. One issue that is still under discussion in the Staff Senate is the proposed Winter Break Closing policy change. As the discussion of this issue continues and proceeds through the governance process, information will be reported to the Board as appropriate.

Staff Development: CSPA continues to research the question of varying level of support for staff training among departments (related to funding and work release issues).

**Other Staff Involvement:** Staff members have also been involved in various other initiatives within the University including the Energy and Sustainability Committee (information regarding the Virginia Tech Climate Action Commitment and Sustainability Plan will be presented to the Board on Monday), and the Wellness Task Force. The Staff Senate thanks to Dr Steger for his foresight and support of this important issue.

**This concludes my report. Thank you for your attention.**