

Virginia Tech Board of Visitors Meeting

March 31, 2008

Minutes

- A: [Minutes](#) Academic Affairs Committee
- B: [Resolution](#) Naming the Virginia Tech Carilion School of Medicine
- C: [Resolution](#) School of Arts Reorganization
- D: [Resolution](#) Employee Assistance Programs
- E: [Resolution](#) Continued Appointment Process Revisions
- F: [Resolution](#) University Closure for Martin Luther King, Jr. Day
- G: [Minutes](#) Buildings and Grounds Committee
- H: [Resolution](#) Southside Electric Cooperative Easement
- I: [Resolution](#) Appointments to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority
- J: [Minutes](#) Finance and Audit Committee
- K: [Resolution](#) Approval of 2008-2009 Compensation for Graduate Assistants
- L: [Resolution](#) Approval of Financial Performance Report Operating and Capital Expenditures July 1, 2007 to December 31, 2007
- M: [Resolution](#) Approval of Financing Authorization for Commercial Paper Program
- N: [Resolution](#) Distribution and Management of Bequests for Dr. Tyler J. Young '34,' 38 and Mrs. Frances Farr Young
- O: [Resolution](#) To Delegate Authorities and Responsibilities Related to University Reorganization
- P: [Resolution](#) To Appoint University Commissioners to the Hotel Roanoke Conference Center Commission
- Q: [Minutes](#) Committee on Research
- R: [Resolution](#) Appointments to the Virginia Center for Coal and Energy Research
- S: [Minutes](#) Student Affairs and Athletics Committee
- T: [Briefing](#) April 16, 2008 Day of Remembrance
- U: [Briefing](#) April 16 Tragedy Update
- V: [Presentation](#) Succession Management Program
- W: [Resolution](#) Honoring Lieutenant Thomas N. "Nick" Brantley
- X: [Report](#) Research and Development Disclosures
- Y: [Report](#) Constituency Report by Dr. Kerry Redican, Faculty Representative

Y: [Report](#) Constituency Report by Ms. Judy Alford, Staff Representative

Y: [Report](#) Constituency Report by Mr. Brennan Shepard, Graduate Student Representative

Z: [Resolutions](#) Emerita and Emeritus Status (7)

AA: [Resolutions](#) Faculty Leaves (67), Study-Research Leave (17), and Research Assignment Leave (50)

BB: [Resolutions](#) Changes of Duty Station (3)

CC: [Resolutions](#) Endowed Professorships (4)

DD: [Resolutions](#) Naming University Facilities (16)

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

FF: [Resolution](#) ACC Championship Game and FedEx Orange Bowl Bonuses Recommendations

GG: [Resolution](#) Men's Soccer Bonus Recommendations

HH: [Minutes](#) December 12, 2007, Executive Committee of the Board of Visitors Meeting

II: [Resolution](#) Ratification of Actions Taken by Executive Committee on December 12, 2007

MINUTES

March 31, 2008

The Board of Visitors of Virginia Polytechnic Institute and State University met on Monday, March 31, 2008, at 1:15 p.m. in Torgersen Boardroom, Virginia Tech Campus, Blacksburg, Virginia.

Present

Mr. Michael Anzilotti
 Ms. Beverley Dalton
 Mr. Ben J. Davenport, Jr.
 Ms. Michele Duke
 Mr. L. Bruce Holland
 Mr. John R. Lawson, II
 Ms. Sandra Stiner Lowe
 Mr. Jacob A. Lutz, III
 Mr. George Nolen
 Mr. James W. Severt, Sr.
 Mr. James R. Smith
 Mr. Philip S. Thompson
 Dr. Lori Wagner
 Dr. Kerry J. Redican, President, Faculty Senate
 Ms. Judy U. Alford, President, Staff Senate
 Mr. Ryan C. Smith, Undergraduate Student Representative
 Ms. Brennan E. Shepard, Graduate Student Representative

Absent

Mr. Robert L. Freeman, Jr.

Also present were the following: Dr. Charles Steger, Mr. Erv Blythe, Mr. Ralph Byers, Mr. Ron Daniel, Dr. Elizabeth Flanagan, Chief Wendell Flinchum, Dr. David Ford, Ms. Kay Hejdbreder, Dr. Zenobia Hikes, Mr. Larry Hincker, Dean Eileen Hitchingham, Dr. Hal Irvin, Dr. Patricia Hyer, Ms. Heidi McCoy, Mr. Kevin McDonald, Dr. Mark McNamee, Ms. Kim O'Rourke, Mr. Mark Owczarksi, Mr. Jay Poole, Dr. Ellen Plummer, Dr. Sharron Quisenberry, Mr. Dwight Shelton, Dr. Raymond Smoot, Dr. Ed Spencer, Dr. Norrine Bailey-Spencer, Mr. Jeb Stewart, Dr. Thomas Tillar, Dr. Lisa Wilkes, Dr. Sherwood Wilson, Ms. Linda Woodard, Ms. Sandra Smith, Dr. Robert Walters, Ms. Mekeisha Williams, faculty, staff, students, guests, and reporters.

Rector Lutz welcomed everyone to the March 2008 Board of Visitors' meeting. He thanked those who participated in the Strategic Planning Session the previous day.

Rector Lutz asked for a motion to approve the minutes of the November 12, 2007 meeting as distributed. The motion was made by Mr. Thompson and seconded by Ms. Duke. The minutes were approved.

REPORT OF THE ACADEMIC AFFAIRS COMMITTEE

Rector Lutz called on Ms. Lowe for a report of the Academic Affairs Committee meeting of March 31. (Copy filed with the permanent minutes and marked Attachment A.)

Ms. Lowe added that the Undergraduate Admissions Advisory Group will meet in May.

As part of the Academic Affairs Committee report, the following resolution was moved by Ms. Lowe, seconded by Ms. Duke, and approved unanimously.

Resolution to Name the Virginia Tech Carilion School of Medicine

That the resolution naming the Virginia Tech Carilion School of Medicine be approved. (Copy filed with the permanent minutes and marked Attachment B.)

As part of the Academic Affairs Committee report, the following resolution was moved by Ms. Lowe, seconded by Ms. Duke, and approved unanimously.

Resolution for Approval of School of Arts Reorganization

That the School of the Arts be divided and renamed The School of Performing Arts and Cinema in the College of Liberal Arts and Human Sciences, and the School of Visual Arts in the College of Architecture and Urban Studies. (Copy filed with the permanent minutes and marked Attachment C.)

As part of the Academic Affairs Committee report, the following resolution was moved by Ms. Lowe, seconded by Ms. Duke, and approved unanimously.

Resolution for Approval of Employee Assistance Program Policy

That policy 4345, Employee Assistance Program, be approved effective immediately. (Copy filed with the permanent minutes and marked Attachment D.)

As part of the Academic Affairs Committee report, the following resolution was moved by Ms. Lowe, seconded by Ms. Duke, and approved unanimously.

Resolution for Approval of Continued Appointment Process Revisions

That the recommended changes to the continued appointment process be approved effective fall 2008. (Copy filed with the permanent minutes and marked Attachment E.)

* * * * *

As part of the Academic Affairs Committee report, the following amended resolution was moved by Ms. Lowe, seconded by Ms. Duke, and approved unanimously.

Resolution for University Closure for Martin Luther King, Jr. Day

That the university close for Dr. Martin Luther King, Jr.'s birthday to allow all members of the university community to observe, celebrate, and acknowledge Dr. King's contributions. (Copy filed with the permanent minutes and marked Attachment F.)

* * * * *

Enrollment Reports

Ms. Lowe called on Dr. David Ford for an overview of the 2008 freshman class offers. Virginia Tech received 20,756 applications, a 6 percent increase over last year. Virginia Tech offered admission to just over 13,000 applicants. Sixty-four percent of applicants were offered admission. In addition we informed in excess of 1,500 that they are on a waiting list. Over 1,200 of those on the waiting list have said they will accept admission if offered. We will know by May 1 the names of those who have accepted. Over the last five years, the number of people on the waiting list who were offered admission was very low. Part of the process in terms of offering is trying to estimate the yield. We are unsure how the University of Virginia's decision not to have an early decision process this year will impact our yield. This year there was a 6.3 percent increase in students from underrepresented groups, including a 2 percent increase in black applicants, a 10 percent increase in Hispanic applicants, and a 41 percent increase in Native-American applicants. The average grade point average of those offered admission is 3.86 compared to 3.82 last year. The middle 50 percentile ranges from 3.62 to 4.08. The SAT average is 1238 in comparison to 1228 last year, with the middle percentile being 1150 to 1320. Over one third of our in-state offers had grade point averages of at least 4.3.

REPORT OF THE BUILDINGS AND GROUNDS COMMITTEE

Rector Lutz called on Mr. Lawson for a report of the Buildings and Grounds Committee meeting of March 31. (Copy filed with the permanent minutes and marked Attachment G.)

Mr. Lawson noted that the Buildings and Grounds Committee decided that further study is needed and the resolution to establish a university building official and building code review unit will be taken up at the June Board meeting.

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

Resolution for Approval of Southside Electric Cooperative Easement

That the resolution authorizing the Vice President for Administrative Services to execute the easement to Southside Electric Cooperative be approved. (Copy filed with the permanent minutes and marked Attachment H.)

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

Resolution for Approval of Appointments to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority

That the resolution reappointing Adele P. Schirmer and W. Bane Atkinson as joint representatives to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority Board of Directors, with terms expiring January 1, 2012, be adopted. (Copy filed with the permanent minutes and marked Attachment I.)

REPORT OF THE FINANCE AND AUDIT COMMITTEE

Rector Lutz called on Mr. Thompson for the report of the Finance and Audit Committee. (Copy filed with the permanent minutes and marked Attachment J.)

In regard to the report on scholarship programs expenditure plans, Mr. Thompson added that the committee has requested that the report on scholarship program expenditure plans include a proposal to address students being considered now.

In regard to the University's annual financial report, Mr. Thompson added that everything is being done in accordance with generally accepted accounting principles and the auditor of public accounts issued an unqualified clean opinion once again. Congratulations to the staff and administration for preserving this great standing.

Because of the legislature's delay in approving a budget for FY 2008-09, the university has had insufficient time to analyze the budget implications and make tuition and fee recommendations for 2008-09. Therefore, the Executive Committee of the Board will have a special meeting to approve tuition and fees, and their actions will be ratified at the June Board meeting.

As part of the Finance and Audit Committee report, the following resolution was moved by Mr. Thompson, seconded by Mr. Davenport, and approved unanimously:

Resolution for Approval of 2008-2009 Compensation for Graduate Assistants

That the stipend levels and graduate health insurance program be approved.

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

As part of the Finance and Audit Committee report, the following resolution was moved by Mr. Thompson, seconded by Mr. Davenport, and approved unanimously:

**Resolution for Approval of
The Year-to-Date Financial Performance Report
(July 1, 2007 – December 31, 2007)**

That the report of income and expenditures for the University Division and the Cooperative Extension/Agriculture Experiment Station Division for the period of July 1, 2007, through December 31, 2007, and the Capital Outlay report be accepted. (Copy filed with the permanent minutes and marked Attachment L.)

* * * * *

Note: At this point, Rector Lutz recused himself since his law firm, Troutman Sanders LLP, serves as bond counsel to Virginia Tech and as legal counsel for the Young estate. Vice Rector Lawson chaired the meeting at this point.

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

**Resolution for Approval of Financing Authorization
for Commercial Paper Program**

That the resolution authorizing the financing of approved capital projects through the VML/VACo commercial paper program and naming the Vice President for Finance and CFO and the University Treasurer as Authorized Officers be approved. (Copy filed with the permanent minutes and marked Attachment M.)

* * * * *

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

**Resolution for Approval of Distribution and Management of Bequests
for Dr. Tyler J. Young '34, '38 and Mrs. Frances Farr Young**

That the resolution regarding the distribution and management of bequests from Dr. Tyler J. Young and Mrs. Frances Farr Young be approved. (Copy filed with the permanent minutes and marked Attachment N.)

Note: Rector Lutz return to the meeting and resumed the chairmanship.

* * * * *

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

Resolution to Delegate Authorities and Responsibilities

That the proposed resolution delegating authorities and responsibilities as outlined be approved. (Copy filed with the permanent minutes and marked Attachment O.)

* * * * *

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

**Resolution for Approval to Appoint University Commissioners
To the Hotel Roanoke Conference Center Commission**

That the resolution of appointing the Vice President for Outreach and International Affairs of Virginia Tech, the Chief Operating Officer and Secretary-Treasurer of the Virginia Tech Foundation, and the Chief Financial Officer of Virginia Tech as the university's representatives on the Hotel Roanoke Conference Center Commission be approved. (Copy filed with the permanent minutes and marked Attachment P.)

REPORT OF THE RESEARCH COMMITTEE

Rector Lutz called on Mr. Davenport for the report of the Research Committee meeting of March 30. (Copy filed with the permanent minutes and marked Attachment Q.)

Mr. Davenport noted that Virginia's Secretary of Technology, Aneesh Chopra, considers Virginia's greatest assets to be its universities and the research they are conducting. Secretary Chopra wants to see them utilized to the optimum. What Secretary Chopra wants to emphasize the most is how the paradigm should be changed to attract more funding opportunities.

Mr. Davenport added that few, if any, other universities can match Virginia Tech's entrepreneurial spirit, and we should be more aggressive in the way we do business.

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

Resolution to Approve Appointments to the Virginia Center for Coal and Energy Research

That the resolution reappointing Mr. W. L. "Larry" Blanchfield, Mr. Bennett K. "Ben" Hatfield, and Mr. George A. Mason, Jr. through 2012, reappointing Mr. Barry L. Thomas through 2011, and appointing Mr. Kevin F. Wall as a new member of the Advisory Committee for 2008-2012 be approved. (Copy filed with the permanent minutes and marked Attachment R.)

REPORT OF THE STUDENT AFFAIRS COMMITTEE

Rector Lutz called on Mr. Anzilotti for the report of the Student Affairs Committee meeting of March 31. (Copy filed with the permanent minutes and marked Attachment S.)

PRESIDENT'S REPORT

Report on Norris Hall

President Steger called on Dr. McNamee to give a report on the work of the Norris Hall Task Force. Dr. McNamee commented that the task force was composed of very distinguished faculty members, staff members, students and a family member. They used a process that was as open and responsive as possible and solicited as much advice as possible about potential options for the space. In December of 2007, the Task Force presented their recommendations to the President, and he subsequently approved their recommendations. We are now proceeding with the implementation of those plans. The groups involved have been working very well together. The Peace Center and Engineering have found that they have a lot of common interests that can be addressed through collaborative projects involving the students. There are groups working on all three proposals. The Peace Center has been developing goals, mission statements and very practical plans. We have concept designs for the renovation of the space in Norris that changes the look and feel of the space by moving walls around, but does not alter the structural framework of the building. By university standards, this could be considered modest renovation. Renovations could start this summer, with occupancy by early 2009. The Peace Center already has temporary space in Wallace Hall. Dean Ott Rowlands is helping to guide the process. There is a sense that we are respecting the individuals affected by the event. The work will be student centered, and over the long term, Virginia Tech can make a significant positive contribution to important issues and problems that mean a lot to our faculty and students. Dr. McNamee said that it was a privilege to work with this committee and that he has never worked with a committee that took a project so seriously. Every member of the committee took great care to think through the implications of their recommendations. President Steger added that the recommendations have a broad base of support from our many constituencies and commended Dr. McNamee and the committee dealing with a very sensitive subject.

Briefing on April 16, 2008 Day of Remembrance

President Steger called on Mr. Jay Poole, Director of the Office of Recovery and Support, to give a briefing on plans for April 16, 2008. Mr. Poole referenced the Day of Remembrance web page. (Copy filed with the permanent minutes and marked Attachment T.) Mr. Poole highlighted the process for creating the Day of Remembrance. One of the things the Office of Recovery and Support did in October/November was to talk to those in New York who dealt with the first anniversary of 9-11, the folks in Oklahoma City who dealt with the first anniversary of the bombing, and officials in the Pentagon to get a sense for how they recognized the first anniversary of those respective tragedies. In addition, some victim rights groups, in particular Will Marlin from the National Organization of Victims Advocates, have helped us to better understand how victims view first-year commemorations. The result of those deliberations is that we created a Day of Remembrance which will be simple, solemn, and respectful. Dr. McNamee chaired the committee that included family members of those killed, injured students, and injured students' parents. There was a true spirit of collaboration. Everybody wanted to do the right thing. This was universal within the university community, as well as the external community throughout the New River Valley. The program is highlighted by the 10:30 a.m. Day of Remembrance ceremony that will be held on the drillfield and opened by President Steger. The names of the 32 victims will be read, and then the ceremony will be closed by Governor Kaine. That evening, at approximately sunset, the Student Government Association will provide candles and there will be a candlelight vigil on the drillfield, similar to what happened last year on April 17.

President Steger reported on the memorial on the drillfield that was dedicated in August 2007. He noted that initially there was a considerable amount of discussion about it being a temporary memorial, with a permanent memorial to be constructed at a later date. Based on discussion with many different people, the conclusion at this point in time is that the existing memorial on the drillfield in front of Burruss should be the permanent memorial. There are no plans at this time to build something else.

* * * * *

April 16 Tragedy Update

President Steger gave a briefing on the process to evaluate recommendations from internal and external reports developed in aftermath of April 16, 2007, and status of implementation. (Copy filed with the permanent minutes and marked Attachment U.) This is the same report he presented on March 19, 2008, at a "Town Hall Meeting" in Squires Student Center. Rector Lutz commented that this was a very good and comprehensive report. President Steger added that probably thousands of hours of work on the part of many people have gone into developing, organizing, prioritizing, costing, and implementing the recommendations. President Steger thanked everyone in the university community for their commitment and their work.

* * * * *

Succession Management Program

President Steger explained that in the next six years, 12 percent of Virginia Tech employees will be eligible for retirement. There is concern regarding the large amount of institutional knowledge that could leave the university over a short period of time. Steps have been taken under the leadership of Ms. Mekeisha Williams, Director of University Organizational Development, and Dr. Hal Irvin, Associate Vice President for Human Resources, to develop a succession planning program. President Steger called on Ms. Williams, who provided information regarding the Succession Management Program and the Emerging Leaders Institute. (Copy filed with the permanent minutes and marked Attachment V.) A pilot cohort of 20 people will begin the ELI this fall, and the program will be expanded in future years. Some of the training modules will be external. Mr. Nolen encouraged them to get some outside views, because of the large number of internal views. Mr. Nolen proposed asking the university's senior leadership or the Board for real-world problems to use the case studies. He also suggested whenever possible getting some of the visiting speakers to spend an hour with the class. This is a way for the group to pick the brains of some very smart people who come onto this campus from the outside.

* * * * *

As part of the President's Report, President Steger presented the following resolution that was moved by Mr. Thompson, seconded by Ms. Duke, and approved unanimously.

Resolution Honoring Lieutenant Thomas N. "Nick" Brantley

That the resolution honoring Lieutenant Thomas N. "Nick" Brantley be approved. (Copy filed with the permanent minutes and marked Attachment W.)

* * * * *

Report of Research and Development Disclosures

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

Reports from Constituency Representative

- Dr. Kerry Redican, Faculty Senate Representative to the Board of Visitors
 - Ms. Judy U. Alford, President, Staff Senate
 - Mr. Ryan C. Smith, Undergraduate Student Representative
 - Ms. Brennan E. Shepard, Graduate Student Representative
- (Copy of constituency reports filed with the permanent minutes and marked Attachment Y.)

Motion to begin Closed Session

Mr. Thompson 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. Appointment of faculty to Emeritus status, the consideration of individual salaries of faculty, consideration of Endowed Professors, review of departments where specific individuals' performance will be discussed, and consideration of personnel changes including appointments, resignations, tenure, and salary adjustments of specific employees and faculty leave approvals.
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 Lutz called the meeting to order and asked Mr. Thompson to make the motion to return to open session. Mr. Thompson 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. Smith and passed unanimously.

Upon motion by Mr. Thompson and second by Ms. Duke, unanimous approval was given to the resolutions for approval of **Emerita and Emeritus Status (7)**, as considered in Closed Session. (Copies filed with the permanent minutes and marked Attachment Z.)

Upon motion by Mr. Thompson and second by Mr. Lawson, unanimous approval was given to the resolution for approval of **Faculty Leaves (67)**, including **Study-Research Leave (17)**, and **Research Assignment Leave (50)** as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment AA.)

Upon motion by Mr. Thompson and second by Mr. Lawson, unanimous approval was given to the resolution for approval of **Changes of Duty Station (3)** as considered in Closed Session. (Copies filed with the permanent minutes and marked Attachment BB.)

Upon motion by Mr. Thompson and second by Mr. Lawson, unanimous approval was given to the resolution for approval of **Endowed Professorships (4)** as considered in Closed Session. (Copies filed with the permanent minutes and marked Attachment CC.)

Upon motion by Mr. Thompson and second by Mr. Lawson, unanimous approval was given to the **Ratification of the Selection of the 2008-2009 Student Representatives to the Board** as considered in Closed Session:

2008-09 Undergraduate Student Representative - Ms. Arlane Gordon-Bray

2008-09 Graduate Student Representative - Ms. Linsey Barker

Closed Session President's Report Items for Board Approval and Information

Upon motion by Mr. Thompson and second by Mr. Lawson, unanimous approval was given to the **Resolutions to Name University Facilities (16)** as considered in Closed Session. (Copies filed with the permanent minutes and marked Attachment DD.)

* * * * *

Closed Session Salary and Personnel Actions for Board Approval

Upon motion by Mr. Thompson and second by Mr. Lawson, unanimous approval was given to a resolution for **Ratification of the Personnel Changes Report** as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment EE.)

* * * * *

Upon motion by Mr. Thompson and second by Mr. Lawson, unanimous approval was given to a resolution for **Ratification of Contractual and Approval of Non-contractual Bonuses for Athletic Events – FedEx Orange Bowl Bonuses and ACC Championship Game** as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment FF.)

* * * * *

Upon motion by Mr. Thompson and second by Mr. Lawson, unanimous approval was given to a resolution to approve **Men's Soccer Bonus Recommendations** as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment GG.)

* * * * *

Audit Report

No Action Required

* * * * *

Litigation Report

No Action Required

* * * * *

Closed Session Salary and Personnel Actions for Board Approval

Upon motion by Mr. Thompson and second by Mr. Anzilotti, unanimous approval was given to the **Minutes from December 12, 2007 Executive Committee meeting**, as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment HH.)

* * * * *

Upon motion by Mr. Thompson and second by Mr. Lawson, unanimous approval was given for the resolution for **Ratification of Actions Taken by Executive Committee on December 12, 2007**, as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment II.)

* * * * *

Appointment of Nominating Committee or Officers of the Board

Rector Lutz appointed the following to the Nominating Committee for 2008-09.

Chair – Ben J. Davenport Jr.

**Members – James W. Severt
Beverley Dalton
Philip S. Thompson**

* * * * *

The date for the next meeting is June 20, 2008, in Northern Virginia. Following the Board meeting most members will travel to Riva San Vitale, Switzerland, for the BOV Advance Program, at which the Board will discuss the future of the university with a 20-year planning horizon.

In the interim, the Executive Committee of the Board will have a special meeting to act on tuition and fees for 2008-09.

Mr. Holland asked for a report on the structural condition of the ARECs (Agricultural Research and Extension Centers). He proposed to the Board that the August 2008 meeting be held on the Eastern Shore. Facilities available in the area to hold this meeting are the Agricultural Research and Extension Center and a community college. Mr. Holland also stressed the need for additional money for Virginia Cooperative Extension and the Agricultural Research and Extension Centers.

* * * * *

The meeting adjourned at 5:55 p.m.

1- 1-

**Minutes of the Academic Affairs Committee
March 31, 2008**

Board members present:

Sandra Stiner Lowe (chair), James Smith, Shelley Duke, Judy Alford (Staff Senate).

CLOSED SESSION:

The committee began its meeting with a closed session to consider resolutions concerning appointments to emeritus status, faculty leaves, changes of duty station, appointments to endowed professorships, and ratification of the personnel changes report. **All resolutions were unanimously approved. The session was formally certified and the committee moved to open session.**

OPEN SESSION:

1. Welcome

Ms. Lowe welcomed staff and guests to the meeting.

2. Approval of Minutes

The minutes of the November 12, 2007 meeting were approved.

3. Report of Closed Session Action Items

Actions taken in closed sessions were reported. All resolutions were approved. Committee members briefly discussed how faculty leaves affect students and the department during the semester or year of leave. Faculty members typically continue their on-going supervision of graduate students, essential courses are covered by adjuncts or colleagues, and many faculty members remain in the area for much of the leave period and are accessible by email or in person as needed. Each leave request is accompanied by a plan for coverage of essential responsibilities, and departments may postpone leaves if the absence cannot be managed during the proposed time. Most faculty members find the leave period to be a time of great scholarly productivity and rejuvenation. The committee also noted with pleasure that two women were appointed as endowed professors, adding to the small number of women holding honorific appointments.

4. Provost's Update

Dr. McNamee introduced Dr. Cynda Johnson, the new dean of the Virginia Tech Carilion School of Medicine.

5. Academic Initiatives:

a. The Virginia Tech Carilion School of Medicine

Dr. Johnson described the public-private partnership between Carilion and Virginia Tech, in which Carilion will contribute strengths in clinical medicine, successful involvement in medical education, and a commitment to clinical and translational research. Virginia Tech brings expertise in the basic sciences; experience with foundations and capital construction; and connections to related research, academic programs and administration. The medical school board will have equal representation from Carilion and Virginia Tech, and three members of the public.

The mission of the medical school is to produce physician thought leaders through inquiry, research, and discovery. The four-year curriculum will be based on “patient-centered learning” wherein students will be challenged from the beginning with patient cases that allow them to integrate the learning of basic science and medicine within the context of patient problems. Simulations, imaging, electronic health records, and standardized patients provide learning experiences more closely approximating real practice. Students will also conduct a formal research project. The proposed building is designed to support this learning model with individual patient interview and group work rooms, along with spaces for labs, lectures, faculty and administration, and common activities.

The medical school is on a very aggressive time line to achieve preliminary accreditation from the LCME, the Liaison Committee to Medical Education, so that students may be recruited through the national on-line application process during summer 2009. The charter class of 40 would begin in August 2010.

A resolution to approve the name of the new medical center as the Virginia Tech Carilion School of Medicine was moved, seconded, and approved.

b. School of the Arts Reorganization

Dr. McNamee introduced a resolution to divide and rename the existing School of the Arts to the School of Performing Arts and Cinema in the College of Liberal Arts and Human Sciences, and the School of Visual Arts in the College of Architecture and Urban Studies. Since the restructuring of academic programs in 2003, the participating departments are no longer within the same college. Creation of the two school entities facilitates the expected growth in all arts-related fields anticipated with the proposed Arts Initiative and the new Center for the Arts complex. Directors of the two schools, Professors Patty Raun and Truman Capone were introduced to the committee. Approval of the resolution was moved and seconded. The motion was approved.

c. ePortfolios at Virginia Tech

The ePortfolio initiative is closely related to the topic of academic assessment discussed at the last meeting of the Academic Affairs Committee. E-Portfolios provide students a mechanism to showcase their work to a variety of audiences and they allow the university to collect meaningful, rich data about student learning for assessment purposes. Project leaders Eddie Watson and Marc Zaldivar described the kind of work examples, insights, and achievements that students might include in their portfolios to document learning outcomes such as critical thinking and inquiry, effective communication, and multidisciplinary teamwork. A number of departments are working to adopt the ePortfolio as part of their assessment efforts and will be encouraging students to develop and maintain a portfolio over their student career.

d. Employee Assistance Program

Patricia Hyer introduced a policy describing the Employee Assistance Program (EAP), which is part of the state health insurance program. The EAP is available to employees to help address a broad range of personal problems such as depression, stress, and alcohol or drug abuse. While an employee may seek a referral to a mental health professional on a voluntary and confidential basis at any time, the policy allows supervisory or mandated referrals, or a fitness for duty evaluation, where work-related problems are serious and persistent. State personnel policies already allow mandated EAP referrals for staff members. The new policy makes clear the applicability of mandated referrals for faculty. Protections for employees to assure the privacy of their personal health information and to prevent abuse of mandated referrals by supervisors are included in the document.

A motion was made and seconded to approve the Employee Assistance Program policy. The resolution was approved.

e. Continued Appointment Process Revisions

Hyer introduced a resolution updating university procedures for reviewing cases for continued appointment. "Continued appointment" is parallel to tenure for academic librarians and certain Extension faculty whose jobs also warrant protection of academic freedom. Like tenure-track faculty members, those on the continued appointment track are required to serve a six-year probationary period and then are subject to a rigorous review of accomplishments before continued appointment is granted. The resolution addresses minor changes to the review process, collapsing three layers of review into two in recognition of the small number of faculty members available to serve on review committees. The proposed changes are consistent with changes made to the promotion and tenure process last year.

A motion was made and seconded to approve the process revisions for continued appointment review. The resolution was approved.

f. Martin Luther King Jr. Day

Hyer presented a resolution to close the university in recognition of the Martin Luther King holiday. Current university policy states that the holiday is observed through the cancellation of classes and as a paid holiday for staff, however, faculty are expected to work. State agencies in Virginia and most major universities are closed for the holiday. However in January 2008, President Steger granted holiday closure on that day. The resolution amends university policy to officially close the university for the holiday. Educational and celebratory events commemorating Martin Luther King Jr. will still be hosted for the community. Ms. Lowe requested minor wording changes to the resolution and recommendation. The motion to approve the amended resolution was made and seconded. The amended resolution was approved.

g. Enrollment Reports

The committee reviewed detailed enrollment reports and expressed an interest in continuing to review the report at future meetings.

Mildred Johnson, Acting Director of Admissions, provided an overview of the 2008 freshman class offers. Virginia Tech received 20,756 applications, a 6% increase over last year; nearly all of the increase was from in-state applicants. Sixty-four percent of applicants were offered admission. There was a 6.3% increase in students from underrepresented groups – a 2% increase in Black applicants, a 10% in Hispanic applicants, and a 41% increase in Native American applicants. Thirty students identified through the Ron Brown Scholars Program were offered admission.

The committee discussed the three-year effort to work with the Ron Brown Scholar applicants who are well-qualified and pre-screened applicants. In talking to these scholarship applicants and their parents, Ms. Lowe has discovered many have received offers for four-year, renewable, full-ride scholarships at an earlier point of time than Virginia Tech. Another observation is that we need to make our financial aid offers more clear to the families, including what the offer does and does not cover, and to make both admissions and financial aid offers earlier to be competitive. Committee members expressed an interest in lining up what funds are available to meet strategic plan objectives. Dr. McNamee responded that the issues can be laid out to the Undergraduate Admissions Advisory Group in order to discuss these matters in detail.

**RESOLUTION TO NAME THE
VIRGINIA TECH CARILION SCHOOL OF MEDICINE**

WHEREAS, Virginia Tech and the Carilion Clinic entered into discussions about partnering in the establishment of a joint medical school and research institute in the fall of 2006, with the first briefing given to the board of visitors by President Steger on November 6, 2006; and

WHEREAS, on January 3, 2007, Virginia Governor Tim Kaine held a press conference in Roanoke, Virginia, to announce and endorse plans for the new medical school; and

WHEREAS, during the ensuing 15 months, extensive planning has occurred to put in place the organizational structure for the new entity and pursue the requirements for accreditation; and

WHEREAS, in January 2008, the founding dean for the new medical school was hired; and

WHEREAS, it is now appropriate for the board of visitors to approve the naming of the new medical school;

THEREFORE, be it resolved that the Board of Visitors of Virginia Polytechnic Institute and State University hereby approves the naming of the new medical school, to be known henceforth as the Virginia Tech Carilion School of Medicine.

RECOMMENDATION:

That the above resolution naming the Virginia Tech Carilion School of Medicine be approved.

SCHOOL OF THE ARTS REORGANIZATION

The School of the Arts, established over a decade ago, existed within the College of Arts and Sciences and included Theatre, Music, and Art and Art History. With the restructuring of the college in 2003 and the move of Art and Art History to the College of Architecture and Urban Studies, the School of the Arts became a cross-college school. While programming continued, changes in department heads and new deans offered an opportunity to rethink the evolving mission of arts programming within the context of the two separate colleges and the major new university emphasis on the arts, education and outreach begun in 2005. "The Arts Initiative", including a new Center for the Arts Complex with a performance hall, gallery and studio space, is a major fundraising goal of the capital campaign. Other aspects of the Arts Initiative include endowed professorships and programming, a new experimental theater and renovation of Henderson Hall, renovation of the Armory and development of the CyberStudio animation lab, and an integrated arts and culture district in collaboration with the City of Blacksburg.

This resolution addresses the organizational structure of academic programs within the university to support the expanded vision for the arts at Virginia Tech and to align the units with their respective collegiate homes. The former School of the Arts would be divided and renamed: the School of Performing Arts and Cinema in the College of Liberal Arts and Human Sciences and the School of Visual Arts in the College of Architecture and Urban Studies. The text below briefly summarizes the new organizational structures and their revised missions.

School of the Performing Arts and Cinema:

The School of the Performing Arts and Cinema draws on the faculty and programs in theater, music, and film studies in the Department of Communication. The mission for the school is to utilize the performing arts and cinema to generate and disseminate knowledge and artistic expressions through instruction, research and service with performances, educational outreach and active involvement with a wide range of citizens, arts organizations, governmental entities, and businesses. Just as its predecessor, the School represents a structure for creating synergistic relationships among the separate departments and programs and does not constitute an administrative unit with separate faculty appointments or budgets. Leadership for the School will be handled by existing department heads, Patty Raun (head, Theater Arts) as director and Jay Crone (head, Music) as associate director. The director reports to the dean of the college. A stakeholder's committee will be established to provide faculty representation from contributing programs. The School presents continued and new opportunities to provide visibility and prominence to the performing arts, validate programs in film and film studies, enhance donor appeal

and increased alumni loyalty, and operate without the added complication of cross-college complexities.

School of Visual Arts:

The School of Visual Arts is a renaming of the Department of Art and Art History to better align itself within the structure of the College of Architecture and Urban Studies, which currently is organized into several “schools” rather than departments. These are the School of Architecture + Design, the Myers-Lawson School of Construction, and the School of Public and International Affairs. The mission of the School of Visual Arts is to offer an expansive undergraduate education in fine art, art history, and visual and digital design embracing contemporary and traditional techniques. The School will affirm this ideal, while specializing in new technology as a vehicle for voice and vision. In addition to existing and proposed academic programs, the School includes:

- VDS4, The Visual Design Studio
- The Collaboration for Creative Technologies in the Arts and Design (CCTAD)
- The Art Museum of Western Virginia Curatorial Partnership and Visiting Artist Program
- The Art Armory Gallery and the University’s Art Collection
- XYZ Gallery
- AIGA American Institute of Graphic Arts Student Organization

The director of the School is the current department head of Art and Art History, Truman Capone. All responsibilities, authorities, and budget currently vested in the department will be transferred to the School. The director reports to the dean of the college.

RECOMMENDATION:

That the School of the Arts be divided and renamed The School of Performing Arts and Cinema in the College of Liberal Arts and Human Sciences, and the School of Visual Arts in the College of Architecture and Urban Studies.

EMPLOYEE ASSISTANCE PROGRAM

WHEREAS, Virginia Tech recognizes the broad range of human problems such as depression, persistent anxiety, stress or other emotional problems; family or marital difficulties; alcoholism and/or drug abuse; financial stress; legal problems; and other concerns that may affect an employee's job performance; and

WHEREAS, the Employee Assistance Program (EAP) is a counseling and referral service available to employees to aid them in dealing with the range of problems which might have an impact on their working as well as their personal lives; and

WHEREAS, as a self-referral and management tool, the Employee Assistance Program is intended to increase employee productivity, reduce absenteeism and turnover, and positively impact the learning and work environment; and

WHEREAS, state policy currently allows mandatory and fitness-for-duty referrals in extreme cases of deteriorating job performance or personal conduct for staff, but the Faculty Handbook is silent on such referrals for faculty; and

WHEREAS, when employee behavior significantly jeopardizes the safety and productivity of the workplace or the behavior suggests that the employee is a danger to him or herself or others, the university has the right and responsibility to refer the individual to appropriate professional services; and

WHEREAS, the proposed policy outlines procedures for managers to use in handling cases that may benefit from a referral to the Employee Assistance Program and requires the involvement of Human Resources and senior university officials in approving mandatory referrals or fitness-for-duty assessments, protecting employees from inappropriate or unwarranted threats to their jobs or interference with personal or health matters;

THEREFORE, be it resolved that the Board of Visitors approve the policy concerning the Employee Assistance Program as a reflection of the university's concern for the well-being of its employees as well as its dedication to the effective accomplishment of university goals, and that the Faculty Handbook be updated accordingly.

RECOMMENDATION:

That policy 4345, Employee Assistance Program, be approved effective immediately.

Virginia Polytechnic Institute and State University
Policy and Procedures

No. 4345 Rev.: 0
Date: March 31, 2008

Subject: Employee Assistance Program

1. Purpose	1
2. Policy	1
2.1 Eligible Participants.....	1
2.2 EAP and Disciplinary Action	1
3. Procedures	2
3.1 Employee Self-Referral	2
3.2 Supervisory Referral.....	2
3.3 Mandatory Referral.....	2
3.4 Fitness-for-Duty / Risk Evaluation	3
3.5 Time Off	4
4. Definitions	4
5. References	4
6. Approval and Revisions.....	4

1. Purpose

Virginia Tech recognizes the broad range of human problems such as depression, persistent anxiety, stress or other emotional problems; family or marital difficulties; alcoholism and/or drug abuse; financial stress; legal problems; and other concerns that may affect an employee's job performance. The Employee Assistance Program (EAP) is a counseling and referral service available to employees to aid them in dealing with the range of problems which might have an impact on their working as well as their personal lives. As a self-referral and management tool, the Employee Assistance Program is intended to increase employee productivity, reduce absenteeism and turnover, and positively impact the learning and work environment. The program reflects the university's concern for the well-being of its employees as well as its dedication to the effective accomplishment of university goals.

2. Policy

The Employee Assistance Program provides confidential short-term intervention, assessment, and referral services for employees. Employees may self-refer to the Employee Assistance Program, or a referral may be made by a supervisor or manager as an informal recommendation or as a mandatory requirement.

The Employee Assistance Program is part of the health benefits program provided by the Commonwealth of Virginia, which contracts with a provider of mental health and behavioral management services. The contract provides employees with several free counseling sessions with a mental health professional certified by the approved EAP contractor; the cost of additional services, beyond the specified number of free sessions, is the responsibility of the employee.

2.1 Eligible Participants

EAP services are available to all employees and their dependents who are enrolled in the state's health insurance plan.

2.2 EAP and Disciplinary Action

Managers have an affirmative duty to deal appropriately with employee performance, conduct deficiencies, risk assessment and fitness for duty issues, and to utilize the disciplinary process when necessary and appropriate.

Managers shall apply appropriate disciplinary policy and procedure if necessary to encourage acceptable levels of job performance and personal conduct even if the employee is an active participant in EAP. Participation in EAP does not necessarily shield an employee from further disciplinary action up to and including dismissal if unacceptable job performance or personal conduct warrants immediate dismissal or persists. Referral to the EAP shall not be considered a substitute for nor a formal step in any disciplinary action imposed for commission of an offense.

3. Procedures

3.1 Employee Self-Referral

Employees who elect to use the Employee Assistance Program at their own initiative may contact the EAP directly. An EAP counselor will work with the employee confidentially to assist in identifying the cause of the problem, resolving the problem or, when appropriate, securing other treatment or counseling. The EAP mental health professional may refer the employee to community resources for the treatment of problems which are beyond the scope of the EAP. No aspect of the referral or treatment is shared with Virginia Tech unless authorized by the employee.

3.2 Supervisory Referral

A supervisory referral can be made when a work performance or work site problem exists. The supervisor is expected to discuss performance problems or work place behavior with the employee. It is not the supervisor's job to attempt to diagnose personal problems that the employee may be having. However, a reminder of the availability of the EAP and encouragement to take advantage of the services may be appropriate. Supervisors are encouraged to consult in advance with the Human Resources Office on appropriate ways to address the issue with the employee. A supervisory referral is a strong recommendation that the employee should utilize all available means to correct his/her performance, but the final decision to use the services of the EAP remains with the employee. No aspect of the referral or treatment is shared with Virginia Tech unless authorized by the employee.

3.3 Mandatory Referral

In extreme cases of deteriorating job performance or unacceptable personal conduct, a referral to the Employee Assistance Program may be a condition of continued employment. A mandatory referral may also be made when employees have tested positive for alcohol or controlled substances in violation of policy 4061, or when the supervisor suspects that the employee may be impaired by alcohol or a controlled substance. A mandatory referral to the Employee Assistance Program can be made for *any* employee, even when that employee is not enrolled in the state's health insurance program.

A mandatory referral should be made only when the process of progressive, corrective discipline has been used and thus far proven unsuccessful, or unless the presenting problem is of an urgent or emergency nature. All mandatory referrals for staff must be approved in advance by the associate vice president of human resources or designee, and by the relevant vice president or designee for faculty.

The EAP is a resource for resolving the underlying factors which may result in some on-the-job problems; it is not a formal step in the disciplinary process. In the event that an employee's job performance continues to decline, the supervisor has the full range of progressive discipline available. Progressive discipline may always be considered in addition to an EAP referral for an employee with performance or conduct difficulties.

A supervisor considering a mandatory EAP referral must first consult with the Human Resources Office to determine an appropriate course of action up to and including mandatory referral to the Employee Assistance Program. Consultation with the EAP provider may be helpful in making such a determination. Information on the

reason for the referral, documented performance and/or behavioral concerns, current and prior disciplinary action(s), and appropriate background information will be provided to the EAP. The employee will be asked to sign a HIPAA-compliant form authorizing the use or disclosure of personal health information so that the counselor can communicate back to the university whether the employee is in compliance or not in compliance with the terms of the mandatory referral and the subsequent treatment plan outlined for the employee, and whether recommended treatment will interfere with reporting to work. That information is retained in Human Resources in a file separate from the employee's personnel file. Absolutely **no** private information discussed in the actual counseling sessions will be shared with Virginia Tech unless the employee expressly indicates on the HIPAA release form his or her permission for the counselor (or any staff member) to do so, or unless the employee makes a threat to harm a person at or property of Virginia Tech.

The specific reason for the referral shall be conveyed to the employee. The employee must also be informed that refusal to accept the referral and comply with any subsequent recommendations made by the EAP mental health provider will result in application of disciplinary policies and procedures, up to and including dismissal.

3.4 Fitness-for-Duty / Risk Evaluation

The Fitness-for-Duty/Risk Evaluation is a means to address extraordinary situations where an employee may pose a hazard or risk to self or others in the workplace. It may also be used to determine an employee's medical or psychological fitness to perform his/her essential job functions. EAP will facilitate the evaluation and consult with medical or psychological professionals to determine an appropriate course of action.

This type of referral may be considered when an employee:

- Is unable to perform essential duties of the job
- Displays behavior that may pose a hazard or risk to themselves or others
- Exhibits emotional or psychological behavior that has the potential to endanger the safety and security of persons or property
- Creates serious disruption in the workplace

Consultation with Human Resources concerning a possible fitness-for-duty evaluation is required; Human Resources may also consult with the EAP provider to discuss options appropriate to the case. A fitness-for-duty evaluation must be approved in advance by the associate vice president for human resources or designee for staff, and by the relevant vice president for faculty.

If the situation is critical, dangerous, or so severe that immediate action is necessary, the supervisor must immediately contact Human Resources, the campus police, or both. Where circumstances warrant, the case/situation will be immediately referred to the University Threat Assessment Team, which may require a fitness-for-duty/risk evaluation.

The employee shall be informed of the specific reasons for the required evaluation, expectations for compliance in resolving the concern(s), and the consequences for failure to undergo the evaluation, failure to comply with recommendations or conditions of the evaluation, or failure to make the required improvements in performance or conduct. Disciplinary action up to and including dismissal may be taken for such failures.

In the case of a fitness-for-duty evaluation, the cost of the evaluation shall be the responsibility of the university, and the university is considered the client. The evaluative summary is provided to the university. The report shall be retained as part of the medical records files in Human Resources, not as part of the employee's personnel file. The cost associated with treatment recommended as a result of the evaluation shall be the employee's responsibility.

3.5 Time Off

The university considers normally scheduled work hours spent conferring voluntarily with an EAP counselor as sick leave or personal leave. However, if an employee prefers to use the program anonymously, vacation hours can be used to cover the absence.

Should an employee be referred for extended service beyond EAP counseling, working hours spent away from work may also be handled as sick leave or personal leave.

If a salaried employee is required to be out of the workplace pending a mandatory evaluation the employee will be placed on administrative leave.

4. Definitions

5. References

Virginia Department of Human Resource Management, Standards of Conduct,
http://www.dpt.state.va.us/hrpolicy/web/pol1_60.html

Virginia Department of Human Resource Management, Policy 1.05, Alcohol and Other Drugs,
http://www.dhrm.virginia.gov/hrpolicy/web/pol1_05.html

Virginia Tech, Policy 4061: Drug & Alcohol Testing Guidelines for Commercial Drivers License Holders,
<http://www.policies.vt.edu/4061.pdf>

Virginia Tech, Policy 1020: Policy 1020: Policy on a Drug-Free University, <http://www.policies.vt.edu/1020.pdf>

Virginia Tech Police Department, Directive C-7.0 (establishes the responsibilities and procedures for the administration of the Drug/Alcohol Screening Program).

6. Approval and Revisions

The policy shall be maintained by the Office of Human Resources.

Approved March 31, 2008 by the Virginia Tech Board of Visitors

CONTINUED APPOINTMENT PROCESS REVISIONS

WHEREAS, the review process for promotion and continued appointment for Library and Extension faculty is intended to parallel to the degree possible and practicable the procedures for promotion and tenure of collegiate faculty; and,

WHEREAS, recent revisions to the promotion and tenure process and committee structures necessitate a careful review of parallel structures and processes for continued appointment; and

WHEREAS, no new appointments have been made to the continued appointment track for faculty in Outreach for more than a decade, leaving only one faculty member with continued appointment in that division; and

WHEREAS, the small number of faculty members on continued appointment track in Cooperative Extension necessitates rethinking the multi-level committee review process since there are not sufficient members to populate all committees with unduplicated membership;

THEREFORE be it resolved that:

- Faculty representation from Outreach on the University Promotion and Continued Appointment Committee be eliminated. [Committee membership would consist of two faculty representatives each from the library and from extension, the director of cooperative extension, and the dean of the libraries.]
- **Peer** and **divisional** level reviews for promotion and/or continued appointment in **Cooperative Extension** be collapsed into one divisional level committee, making the committee structure parallel to the committee structure for the Library;

And be it further resolved, that the Library and Extension faculty be urged to approve guidelines for internal review processes that parallel, to the extent possible and practicable, significant elements of the promotion and tenure review process approved by the Commission on Faculty Affairs including but not limited to committee members casting only one vote per case even when serving on committees at more than one level, and seeking written review of candidate dossiers from appropriate parties external to the university.

RECOMMENDATION:

That the recommended changes to the continued appointment process be approved effective Fall 2008.

UNIVERSITY CLOSURE FOR MARTIN LUTHER KING JR. DAY

Whereas, the third Monday in January is recognized by both the Commonwealth of Virginia and the federal government as a holiday in honor of Martin Luther King Jr.; and

Whereas, this holiday is of great significance to members of the university community, the state, and the nation; and

Whereas, many members of the university community dedicate their time on this day to celebrating the life and accomplishments of Dr. King, participating in a variety of informative programs on issues that greatly impact minority and majority populations at Virginia Tech; and

Whereas, 22 of 25 SCHEV peer institutions close completely in observance of the holiday; and

Whereas, most Virginia colleges and universities and state government agencies also close in observance of the holiday; and

Whereas, Virginia Tech has recognized Martin Luther King, Jr.'s birthday by canceling classes and providing a paid holiday for staff; however, offices are open, requiring many staff to defer the holiday and administrative and professional faculty and research faculty are expected to be at work; and

Whereas, complete closure to honor the birthday of Martin Luther King Jr., conveys a powerful, positive symbolic message to both majority and minority members of the university and external community, and closure provides students, faculty, and staff an opportunity to participate in significant educational experiences,

Therefore, be it resolved that effective January 14, 2008, policy 4315 be amended to designate Dr. King's birthday, the third Monday in January, as a holiday where the university is closed and holiday policies apply.

RECOMMENDATION:

That the university close for Dr. Martin Luther King Jr.'s birthday to allow all members of the university community to observe, celebrate, and acknowledge Dr. King's contributions.

**MINUTES OF THE BUILDINGS AND GROUNDS COMMITTEE
OF THE BOARD OF VISITORS
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

March 31, 2008

The Inn at Virginia Tech and Skelton Conference Center

PRESENT

Board of Visitors Members:

Mr. John R. Lawson, II
Mr. James W. Severt, Sr.

VPI&SU Staff:

Mr. Michael Coleman	Ms. Elizabeth D. Reed
Ms. Lynn Eichhorn	Dr. Sherwood G. Wilson
Mr. Z. Scott Hurst	Ms. Linda Woodard

Guests:

Mr. Larry Bechtel, Recycling Coordinator, Physical Plant
Ms. Vickie Chiocca, Administrative Assistant, VP for Administrative Services
Mr. Denny Cochrane, Energy Sustainability Coordinator, Facilities
Dr. Elizabeth A. Flanagan, Vice President for Development
Ms. Kay Heidbreder, University Counsel
Mr. Lawrence G. Hincker, Associate Vice President for University Relations
Ms. So-Young Hong, Business Operations Coordinator, VP for Administrative Services
Mr. Erik Olsen, Graduate Studies
Mr. David Puckett, FPW Architects
Mr. Charles Shaver, Associate Director for Renovations
University Planning, Design and Construction
Ms. Norrine Bailey Spencer, Associate Provost and Director of Undergraduate Admissions
Dr. Charles W. Steger, President of Virginia Tech

ABSENT

Board of Visitors Member:

Mr. Robert L. Freeman, Jr.

OPEN SESSION

Opening Comments: Mr. John Lawson called the meeting to order at 8:45 a.m.

1. **Approval of Minutes:** The minutes of the November 12, 2007 meeting were unanimously approved.
2. **Resolution for Southside Electric Cooperative Easement:** In conjunction with the SuperDARN Radar project at the Southern Piedmont Agricultural Research and Extension

Center located in Blackstone, Virginia, the Southside Electric Cooperative has requested the University grant a 40' overhead easement approximately 2,940' in linear length. The easement is needed for the purpose of constructing, installing, operating, and maintaining electrical lines. The Committee recommended for full board approval the resolution authorizing the Vice President for Administrative Services to execute the easement to Southside Electric Cooperative.

3. **Resolution for Appointments to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority:** The Town of Blacksburg and Virginia Tech recommend for joint reappointment to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority Board of Directors Adele P. Schirmer and W. Bane Atkinson. Their terms would begin on January 2, 2008 and end on January 1, 2012. Both currently serve on the Board with terms expiring on January 1, 2008. The Committee recommended for full board approval the resolution reappointing Adele P. Schirmer and W. Bane Atkinson as joint representatives to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority Board of Directors, with terms expiring January 1, 2012.
4. **Design Review of Southern Piedmont AREC Multipurpose Laboratory Addition:** Mr. Puckett from FPW Architects presented the design of the Multipurpose Laboratory Addition, which is a one-story addition to the existing facility. The Multipurpose Laboratory Facility will provide research facilities for scientists to undertake innovative programs addressing the complex agricultural issues, particularly the use of more contemporary protocols including modern molecular approaches. The Committee approved the design with the provision, if budget permits, the facility be designed to LEED Silver equivalent.
5. **Overview of Reorganization for University Planning and Implementation of Virginia Tech Capital Construction Program:** Dr. Wilson, Ms. Eichhorn, and Mr. Hurst provided an overview of the reorganization of University master planning, design, and construction programs. Mr. Lawson stated that the University needs to have a method in place for expediting projects. Dr. Flanagan suggested University Development be included early in the planning process to allow for a long lead time to locate donors to support the building project. The Committee will receive annually a Capital Needs Plan.
6. **Resolution to Establish a University Building Official and Building Code Review Unit:** The Restructured Higher Education Financial and Administrative Operations Act of 2005 and the Management Agreement with the Commonwealth of Virginia grant the University the authority to designate its own building official and create its own building code review unit. The Committee supports the concept of the new program and deferred it for formal action until the June 2008 meeting after the Committee has had the opportunity to evaluate the proposal.

Mr. Severt moved the Committee enter into Closed Meeting at 9:40 a.m. to discuss pending litigation, an award of a public construction contract, and the status of acquisition, use, or disposition of real property for a public purpose pursuant to §2.2-3711, Code of Virginia, as amended. The motion passed unanimously.

The Committee then met in a Closed Meeting to discuss pending litigation, an award of a public construction contract, and the status of acquisition, use, or disposition of real property for a public purpose.

Mr. Severt moved the Committee be reconvened in Open Session at 10:15 a.m. The motion passed unanimously. The Committee members individually certified that, pursuant to §2.2-3711, the Closed Meeting was conducted in conformity with the Code of Virginia.

7. **Closed Meeting:** There were no actions taken.
8. **Report on University Sustainability Initiatives:** Mr. Cochrane presented a report on the University Sustainability Initiatives for 2008. The report shows that during the past year the University has continued to implement measures to improve energy efficiency and to make the entire university community more sustainable. The report illustrates how the University assesses its energy and green status through baseline data. It identifies projects and initiatives the University has taken, is taking and will take in the future to support and promote sustainability. The report also includes a section highlighting student activities supporting sustainability. The document identifies future actions and opportunities to include policy enhancements, increased communications and campus collaboration with teaching, research and outreach. The Committee requested all new building construction projects include a feasibility study of geothermal energy infrastructure and other alternate energy options.
9. **Class of 1958 Gateway on West Campus Drive:** Mr. Hurst presented the design of the Gateway Project for the Committee's information. The Committee expressed their support for the design that creates a consistent look for the major campus entrances.
10. **Alternative Site for Visitors and Admissions Center:** Mr. Hurst presented the alternative site proposal for review and approval. The Committee approved the site proposal on the condition the building be sited so it can be seen from Prices Fork Road utilizing the existing entrance to The Inn at Virginia Tech and Skelton Conference Center. The Committee also recommended the project include the design for future expansion and additional parking. The Committee further suggested the University should consider the possibility of future expansion for all new building projects.
11. **Proposed Route 460 Interchange:** Dr. Wilson briefed the Committee on the proposed Route 460 Interchange. The Committee supports the location of the new interchange.
12. **Capital Outlay Project Status Report:** The Committee reviewed the status of all capital projects in design, in the bidding process, under construction, recently completed, and pending. Fifteen projects are in the design phase, two projects are in the bidding process, nine projects are under construction, four projects have recently been completed, and two projects are pending.
13. **Report of Bids Received:** Ms. Eichhorn reported on capital project bids received since the November 12, 2007 meeting. The low bid for Hampton Roads Classroom was \$238,900, which is below the construction budget estimate of \$350,000.
14. **Tour:** The tour was cancelled due to time constraints.

The meeting of the Buildings and Grounds Committee adjourned at 11:35 a.m.

**RESOLUTION FOR SOUTHSIDE ELECTRIC
COOPERATIVE EASEMENT**

In conjunction with the SuperDARN Radar project at the Southern Piedmont Agricultural Research and Extension Center located in Blackstone, Virginia, the Southside Electric Cooperative has requested the University grant a forty foot (40') overhead easement approximately two thousand, nine hundred, forty feet (2,940') in linear length. The easement is needed for the purpose of constructing, installing, operating and maintaining electrical lines.

RESOLUTION FOR SOUTHSIDE ELECTRIC COOPERATIVE EASEMENT

WHEREAS, Southside Electric Cooperative desires to acquire a forty foot (40') overhead easement, twenty feet (20') on each side of the center line, for the purposes of constructing, installing, operating and maintaining electrical lines with accessories and appurtenances for transmitting and distributing electric power over, upon and across real property of Virginia Polytechnic Institute and State University; and

WHEREAS, said easement would constitute an easement extending approximately two thousand, nine hundred, forty feet (2,940') in linear length, comprising approximately 2.70 acres of real property located at the Southern Piedmont Agricultural Research and Extension Center in Blackstone, Virginia; and

WHEREAS, said easement is more particularly described on drawings prepared by Southside Electric Cooperative dated February 28, 2008 and entitled Southside Electric Cooperative Super D.A.R.N. Radar Easement; and

WHEREAS, Virginia Polytechnic Institute and State University desires to grant said easement to Southside Electric Cooperative;

NOW, THEREFORE BE IT RESOLVED, that the Vice President for Administrative Services be authorized to execute an easement to Southside Electric Cooperative in accordance with Section 23-38.88 of the Code of Virginia (1950), as amended.

RECOMMENDATION:

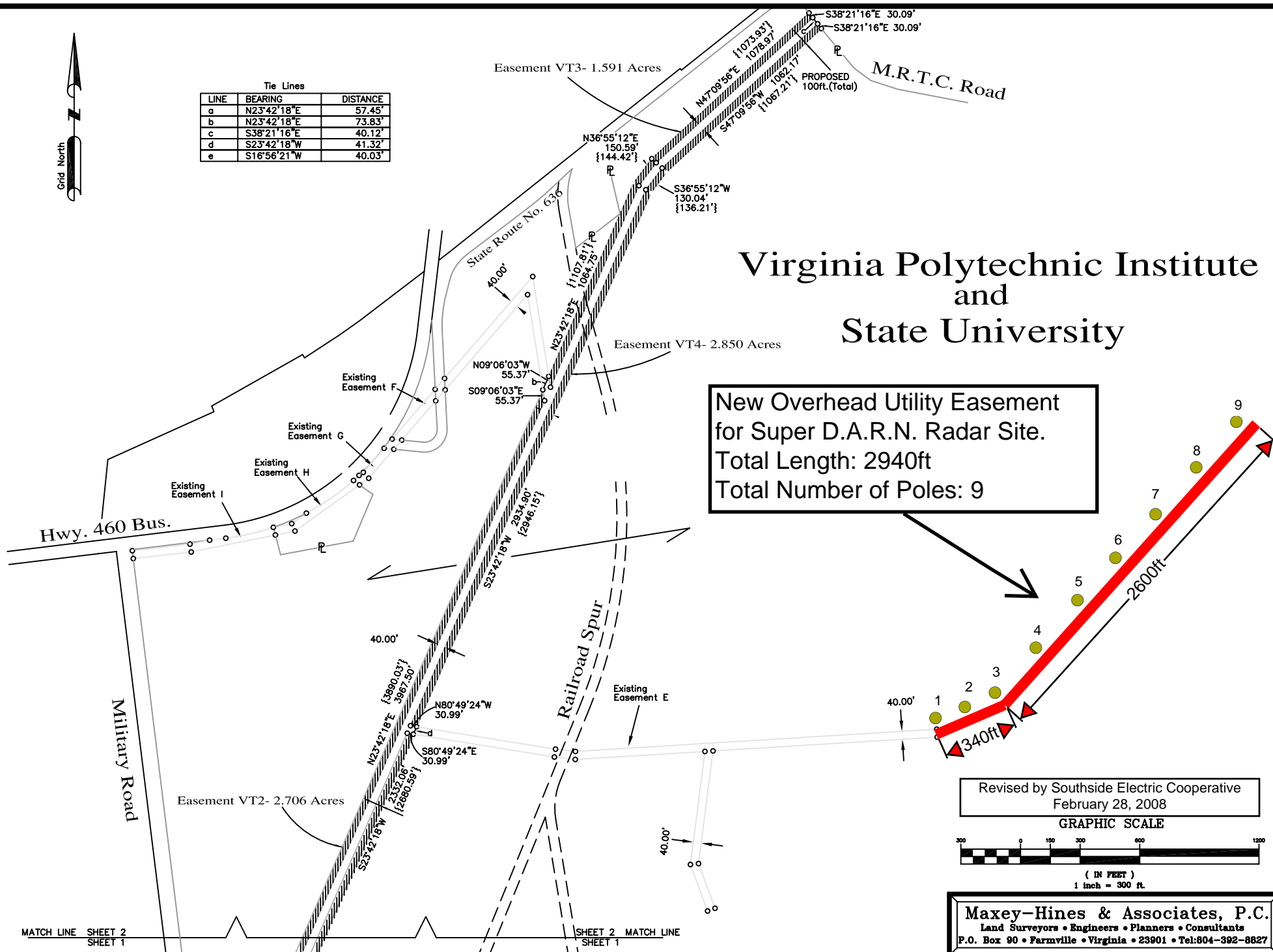
That the above resolution authorizing the Vice President for Administrative Services to execute the easement to Southside Electric Cooperative be approved.

March 31, 2008

Southside Electric Cooperative Super D.A.R.N. Radar Easement



Tie Lines		
LINE	BEARING	DISTANCE
a	N23°42'18"E	57.45'
b	N23°42'18"E	73.83'
c	S38°21'16"E	40.12'
d	S23°42'18"W	41.32'
e	S16°56'21"W	40.03'

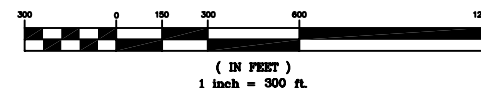


Virginia Polytechnic Institute
and
State University

New Overhead Utility Easement
for Super D.A.R.N. Radar Site.
Total Length: 2940ft
Total Number of Poles: 9

Revised by Southside Electric Cooperative
February 28, 2008

GRAPHIC SCALE



Maxey-Hines & Associates, P.C.
Land Surveyors • Engineers • Planners • Consultants
P.O. Box 90 • Farmville • Virginia • 23901 • Tel: 804-392-8827

MATCH LINE SHEET 2
SHEET 1

SHEET 2 MATCH LINE
SHEET 1

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

The Town of Blacksburg and Virginia Polytechnic Institute and State University recommend for joint reappointment to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority Board of Directors Adele P. Schirmer and W. Bane Atkinson. Their terms would begin on January 2, 2008 and end on January 1, 2012. Both currently serve on the Board with terms expiring on January 1, 2008.

Ms. Schirmer received a B.S. in Civil Engineering from Virginia Tech in 1984 and has been a Licensed Professional Engineer in Virginia since 1987. She has been employed by the Town of Blacksburg since 1989, and prior to that held a variety of engineering positions including consulting, working with the Army Corps of Engineers and with Fairfax County's Department of Public Works.

Mr. Atkinson is a charter member of the Blacksburg-Virginia Polytechnic Institute Sanitation Authority Board of Directors, appointed in February 1962, and has been Treasurer of the Authority since that time. He is a former owner and manager of an insurance agency and former executive of a savings and loan association.

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

WHEREAS, the Blacksburg-Virginia Polytechnic Institute Sanitation 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, two of the jointly appointed directors of the Sanitation Authority, Adele P. Schirmer and W. Bane Atkinson, have terms expiring on January 1, 2008;

NOW, THEREFORE BE IT RESOLVED, that Adele P. Schirmer and W. Bane Atkinson be reappointed as joint representatives to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority Board of Directors for terms expiring January 1, 2012.

RECOMMENDATION:

That the above resolution reappointing Adele P. Schirmer and W. Bane Atkinson as joint representatives to the Blacksburg-Virginia Polytechnic Institute Sanitation Authority Board of Directors, with terms expiring January 1, 2012, be adopted.

March 31, 2008

**MINUTES OF THE FINANCE AND AUDIT COMMITTEE
OF THE BOARD OF VISITORS
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

March 31, 2008

FINANCE CLOSED SESSION

PRESENT:

BOARD OF VISITORS: Ms. Beverly Dalton, Mr. Ben Davenport, Mr. Jake Lutz, Mr. George Nolen, Mr. Philip Thompson

VPI&SU STAFF: Mr. Mel Bowles, Ms. Kay Heidbreder, Mr. Dwight Shelton, Dr. Charles Steger, Dr. Lisa Wilkes

FINANCE CLOSED SESSION: The Committee met in Closed Session to review and take action on the quarterly personnel changes report and bonuses for athletic events.

FINANCE OPEN SESSION

PRESENT:

BOARD OF VISITORS: Ms. Beverly Dalton, Mr. Ben Davenport, Mr. George Nolen, Mr. Philip Thompson

VPI&SU STAFF: Mr. Erv Blythe, Mr. Mel Bowles, Mr. Bob Broyden, Mr. Al Cooper, Mr. John Cusimano, Ms. Mary Dunker, Mr. Mike Harness, Mr. Tim Hodge, Mr. Hal Irwin, Mr. Rob Mann, Mr. Ken Miller, Mr. Mark Owczarski, Mr. Chris Rahmes, Ms. Kathy Sanders, Mr. Dwight Shelton, Dr. Raymond Smoot, Mr. Jeb Stewart, Mr. Matt Swift, Ms. Melinda West, Dr. Lisa Wilkes

GUEST: Mr. Greg Esposito, *Roanoke Times*

FINANCE AGENDA

1. 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, and ratified the contractual bonuses and approved the non-contractual bonuses for the ACC Championship Game and FedEx Orange Bowl, and for Men's Soccer.

2. APPROVAL OF MINUTES OF THE NOVEMBER 12, 2007 MEETING:

The Committee reviewed and approved the minutes of the November 12, 2007 meeting.

3. REPORT ON SCHOLARSHIP PROGRAMS EXPENDITURE PLANS:

The Committee received an annual report on the scholarship programs expenditure plans and the December 31, 2007 cash balance in the endowment accounts. The university has made substantial progress in scholarship allocations across all units. In FY07, the Virginia Tech Foundation provided approximately \$15.9 million in financial aid to the university. The Provost's Office, colleges, and Office of Budget and Financial Planning are working to develop a plan to retain a greater yield in out-of-state students. A plan was discussed with the Committee of providing \$5 million in FY09 to help attract students. The Committee expressed a concern regarding the ability to recruit and retain students on only a one-year award. The Committee requested a report at the June Board meeting that would outline the top 200 individuals who we recruited but who elected to attend another university and the reason(s) why individuals chose not to attend. The analysis should also review the timing of scholarship offers in conjunction with our competitors and whether the university should look at changes in policy. The Committee also requested that the university develop a financial proposal that would provide students with a four-year package.

4. REVIEW OF EQUINE MEDICAL CENTER RATE STRUCTURE:

During the November 12, 2007 meeting of the Finance and Audit Committee, the members received a report on the Marion DuPont Scott Equine Medical Center (EMC) Policies for Treatment, Payment of Services, and Potential Reimbursement by the State for Quarantine of EHV-1, an equine herpes virus. As an extension of that report, the Committee requested that the University review the Equine Medical Center's rate structure to determine if additional revenues could be generated to establish a cash reserve over time that would mitigate the risk of future revenue shortfalls from similar events. The Committee received a report that identifies and assesses options available to the EMC to establish a cash reserve to assist with cushioning the effects of a future shutdown.

5. PRESENTATION OF UNIVERSITY'S ANNUAL FINANCIAL REPORT:

The Committee received an overview of the University's Annual Financial Report for the fiscal year ending June 30, 2007. The financial statements have been prepared in accordance with generally accepted accounting principles, and the Auditor of Public Accounts issued an unqualified (or clean) opinion.

The University had total revenues of \$1.032 billion and total operating expenses of \$833.1 million resulting in an increase in net assets of \$148.9 million for fiscal year 2007. Total revenues increased by \$177.4 million or 20.8 percent over the previous year. The largest growth in operating revenues was in the auxiliary enterprises which increased by \$21.5 million from the prior year. Total operating expenses increased by \$67.9 million or 8.3 percent in fiscal year 2007. The largest growth in operating expenses occurred in the research category, which grew by \$23.7 million or 12.8 percent, reflecting continued expansion of existing research efforts and new initiatives.

As of June 30, 2007, the total assets for the affiliated corporations were \$953.3 million. The Virginia Tech Foundation, Inc., the largest of the affiliated corporations, had total assets of \$940.9 million as of June 30, 2007, which was an increase of \$132 million over 2006.

6. REPORT ON THE 2008 LEGISLATIVE SESSION:

The Committee received a report on the results of the 2008 legislative session, including the Governor's Executive Budget as submitted on December 17, 2007. This report presents the major elements of the Executive Budget and General Assembly actions for the 2008-2010 biennium. The budget had been submitted to the Governor for approval. In the proposed General Assembly budget, it is proposed that the university would receive a total of \$16.3 million for both 2008-09 and 2009-10 to support base budget adequacy (\$1.78 million), tuition moderation incentive fund (\$2.5 million), Commonwealth Research Initiative (\$2.82 million), Equipment Trust Fund (\$8.82 million), and Student Financial Assistance (\$408,000). A two percent salary increase for both faculty and staff is proposed in both FY09 and FY10. The capital outlay actions were split into a separate conferee committee. These actions are not yet complete; the goal is for the capital conferee committee to complete its work prior to April 23, 2008.

A copy of the report on the 2008 Legislative Session was provided to all Board members.

7. STATUS REPORT ON THE DEVELOPMENT OF 2008-2009 TUITION AND FEES:

The Committee received a status report on the development of 2008-2009 tuition and fees. The 2008 Session of the General Assembly was scheduled to conclude on March 8, 2008. However, the Session was extended to provide

additional time for the House and Senate conferees to reach agreement on the 2008-10 budget, including provisions for higher education. There were significant differences between the House and Senate versions of the proposed budget for the 2008-10 biennium. As a result, University management had less time, prior to the March 31, 2008 Board of Visitors meeting, to analyze the results of the 2008 Session. The University proposes that the 2008-09 tuition and fees proposal be submitted to the Executive Committee of the Board of Visitors for approval as soon as is practical after the March 31, 2008 meeting.

A copy of the status report on the development of the 2008-2009 Tuition and Fees was provided to all Board members.

ITEMS PRESENTED TO THE FULL BOARD FOR APPROVAL

8. APPROVAL OF 2008-2009 COMPENSATION FOR GRADUATE ASSISTANTS:

The Committee reviewed for approval the proposed 2008-09 schedule of stipends for graduate students who work as graduate assistants (including graduate teaching assistants and graduate research assistants) while pursuing master's or doctoral degrees. To be competitive in the recruitment and retention of high quality graduate students, it is important for the University to provide compensation packages that are comparable with those offered by our peer institutions. The key components of the compensation packages are competitive stipends, tuition assistance, and health insurance.

For 2008-09, the University proposes to advance the stipend scale by continuing the previously approved November 2007 increase of 3.0 percent and overlaying a 2.0 percent stipend increase that would normally be effective November 2008. In conformity with the treatment of stipend increases in prior years, the University would establish the effective date of the increases as August 10, 2008 rather than November 25, 2008 with an offsetting decrease to the stipend increase percentage. The shift to the beginning of the Fall academic term does not affect the total compensation for the graduate students; rather, it spreads the increase over the entire academic year.

To enhance the University's competitiveness in recruiting highly qualified graduate students, in 2001 the Board of Visitors approved a health insurance program as part of the graduate student compensation package for graduate students on assistantships. In 2007-08, the Board of Visitors authorized coverage of 80 percent of the annual premium for insurance obtained through the University. For 2008-09, the University proposes to continue to increase its support for the graduate health insurance program, in accordance with its strategic objectives, by moving the percentage of the annual covered premium cost from 80 percent to 82.5 percent.

The Committee recommended the 2008-2009 Compensation for Graduate Assistants to the full Board for approval.

9. APPROVAL OF YEAR-TO-DATE FINANCIAL PERFORMANCE REPORT
(July 1, 2007 – December 31, 2007):

The Committee reviewed the Year-to-Date Financial Performance Report for July 1, 2007 – December 31, 2007. For the second quarter, all programs of the University were on target and routine budget adjustments were made to reflect changes in projected revenues and expenditures.

During the first quarter, the tuition and fee budget was increased for strong fall enrollment; revenue through the second quarter was higher than historical projections primarily due to the timing of collections as well as strong spring retention. The annual budget for General Fund support was reduced during the second quarter to reflect the reductions assigned in October 2007. Total sponsored expenditures are less than projected but are ahead of 2006-07 activity levels. Revenues are greater than projected in the Residential and Dining programs due to higher than anticipated dorm occupancy, continued growth in off-campus meal plan sales and dining dollar receipts, and investment income growth. Revenues were greater than projected in the Athletic Department due to higher-than-projected income from student fees, higher than expected football ticket sales, concessions and licensing revenues, investment income growth, and the multi-media contract.

For the quarter ending December 31, 2007, \$41.4 million had been expended for Educational and General and 2002 General Obligation Bond capital projects, and \$4.3 million had been expended for Auxiliary Enterprises capital projects. Capital outlay expenditures for the six-month period ending December 31, 2007 totaled \$45.7 million.

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

10. APPROVAL OF SHORT-TERM COMMERCIAL PAPER FINANCING
PROGRAM:

Given the magnitude of its anticipated capital improvement program, the university desires to obtain a short-term, tax-exempt financing mechanism to provide temporary funding for capital improvements pending the issuance of permanent long-term debt. Such a mechanism would allow the university to aggregate borrowings to achieve economies of scale when seeking permanent financings, and also allow the university's cash balances to remain fully invested while earning taxable investment returns. The cost to administer the program will not exceed 48 basis points per annum, plus a 5 basis point one-time start-up fee. The Committee reviewed for approval a resolution authorizing the financing of approved capital projects through the Virginia Municipal League / Virginia Association of Counties commercial paper program and naming the Vice President for Finance and Chief Financial Officer, and the University Treasurer, as Authorized Officers.

The Committee recommended the Short-Term Commercial Paper Financing Program to the full Board for approval.

11. RESOLUTION ON DISTRIBUTION AND MANAGEMENT OF YOUNG ESTATE BEQUEST:

The Committee reviewed for approval a resolution authorizing the distribution and management of bequests from Dr. Tyler J. Young and Mrs. Frances Farr Young.

The Committee recommended the Resolution on Distribution and Management of the Young Estate Bequest to the full Board for approval.

12. RESOLUTIONS RELATED TO UNIVERSITY REORGANIZATION:

Mr. James A. Hyatt, Executive Vice President and Chief Operating Officer, retired from the University in January, 2008. In an effort to streamline the management team and to place special focus on resource management, there are no immediate plans to fill the executive vice president position. In a special meeting held on December 12, 2007, the Executive Committee of the Board of Visitors, on behalf of the full Board, delegated to the President of the University all authorities previously granted by the Board to the Executive Vice President and Chief Operating Officer.

Additionally, at the December meeting the Executive Committee authorized the President of the University to further delegate those authorities to other university officials or appoint university officials to relevant positions on boards and commissions, as he determines appropriate.

The Finance and Audit Committee of the Board of Visitors reviewed for approval and recommended to the full Board for its approval two resolutions which (1) further delegate several authorities and responsibilities, and (2) appoint University Commissioners to the Hotel Roanoke Conference Center Commission.

There being no further business, the meeting adjourned at 11:30 a.m.

**2008-10 APPROPRIATIONS REQUEST
REVIEW OF THE EXECUTIVE BUDGET AND LEGISLATIVE SESSION
As of March 14, 2008**

Overview of the Appropriations Process

On October 31, 2007 the University submitted budget decision packages to the Department of Planning and Budget for consideration in the development of the Executive Budget for 2008-10. Governor Kaine presented the Executive Budget Bill for the upcoming biennium on Monday, December 17, 2007. The General Assembly session opened on January 9, 2008 and completed its work, except for the capital outlay bond bills, on March 13, 2008. This report presents the major elements of the Executive Budget and General Assembly actions, through the committee reports stage, for the upcoming biennium.

Executive Budget for the 2008-2010 Biennium

The Executive Budget included the following operating and capital budget recommendations for Virginia Tech.

Faculty and Staff Salaries: The Governor's budget does not include a pay increase for staff or faculty in 2008-09, but it does include funding in the Central Appropriation for a 3% pay increase for staff and faculty in 2009-10, effective June 25, 2009 which is a change from the traditional November 25 effective date.

Research Funding: Since it was a one-time allocation, the \$7.525 million of General Fund support in 2006-08 for the Commonwealth Research Initiative (CRI) was not automatically continued in 2008-10. To show commitment to self-sustaining research enterprises, the Executive Budget provides General Fund (GF) support of \$7.525 million to the University for 2008-09. Continuation of the funding is currently not planned in the budget bill for 2009-10. As described later in this document, the Executive Budget provides an alternative research program proposal for 2009-10.

Base Budget Adequacy: Additional funding is provided to support the higher education institutions' core operating requirements. Institutions, including Virginia Tech, with resources below 95 percent of their base operating needs received funding to move them halfway to 95 percent; those with 95 percent or higher received a one percent increase. For Virginia Tech, the Executive Budget contains an incremental \$3.559 million in General Fund support for each year of the biennium, as compared to the 2006-08 funding level. This represents just over 16% of the base adequacy funding provided system-wide.

Budget Reductions: The current year (2007-08) budget reductions assigned on October 1, 2007 are summarized below. The reductions assigned to the Educational and General Program are continued through the 2008-10 biennium.

2007-08 Budget Reductions

	General Fund Reduction Amount
Agency 208	
Educational & General	\$ -10,152,243
Research	-547,750
Unique Military Activities	-70,485
Agency 229	
Educational & General	-2,437,555
Total Operating	<u>\$ -13,208,032</u>
Maintenance Reserve	-432,249
Total Operating & MR	<u><u>\$ -13,640,281</u></u>

Undergraduate Student Financial Assistance: The Executive Budget includes \$0.408 million General Fund support for need-based aid for instate undergraduates in each year of the biennium.

Equipment Trust Fund: In each year of the biennium, \$8.824 million is allocated to the University for Equipment Trust Fund purchases; this amount is an annual increase of \$0.622 million. The allocation to Virginia Tech represents 15.2% of the system-wide funding.

Operation and Maintenance of New Facilities: The Executive Budget includes no new funding for the operation and maintenance costs of new facilities coming online during the next biennium. For the short-term, it proposes that an institution's resources provided to address base budget adequacy bear these costs. The University requested \$0.303 million GF in 2008-09 and \$0.597 million GF in 2009-10.

Tuition Authority: The Executive Budget places no new restrictions on tuition increases and continues the prior year language.

Higher Education Research Initiative

- **Commonwealth Technology Research Fund (CTRF):** The Executive Budget provides \$2.0 million (GF) in the first and \$8.5 million (GF) in the second year of the biennium to enhance research opportunities at the Commonwealth's public higher education institutions that exhibit a promising return for economic development. A CTRF grant committee will determine the allocation of the funds using criteria focusing on research that best translates into economic development. Awards will be matched on at least a dollar-for-dollar basis from federal, institutional, or private funds.
- **Virginia Coastal Energy Research Consortium (VCERC):** \$1.5 million (GF) the first year and \$0.75 million GF in the second year is provided for the VCERC to support research and development of Virginia's marine renewable energy

resources with a focus on offshore winds, waves, and marine biomass, including the generation of algal biodiesel. Virginia Tech is a member of VCERC.

Capital Outlay

General Obligation Bonds: The Governor's proposed \$1.53 billion Higher Education bond package, including a General Obligation Bond (GOB) package, is comprised of 75 projects, including \$146.175 million of state support for four Virginia Tech projects. The projects include the School of Medicine and Research Institute, which will be implemented through a public-private partnership with the Carilion Clinic and will be located in Roanoke, Virginia; replacement of the deteriorated section of Davidson Hall; a Sciences Research Laboratory; and a Human and Agricultural Biosciences Building (for Agency 229). The GOB element of the funding package will require public approval in a fall 2008 referendum before bonds can be issued.

Henderson Hall: A proposed allocation of \$3.458 million from the 21st Century College Bonds Program would provide deferred equipment support for the Henderson Hall renovation project.

Auxiliary Enterprises: The Executive Budget includes nongeneral fund authorizations totaling \$94.047 million for five Auxiliary Enterprise projects; these projects are the repair of McComas Hall's exterior wall structure, construction of a basketball practice facility, renovations to Ambler Johnston Hall, renovations to two food courts, and a new residence hall supplement.

Maintenance Reserve: The Executive Budget includes \$11.628 million in General Fund support over the 2008-10 biennium for major maintenance of facilities, contingent upon General Fund revenue collections. This represents a reduction of \$5.66 million dollars, as compared to the original 2006-08 appropriation.

2008 Legislative Session Amendments

As the 2008 General Assembly began, the Presidents of Virginia's institutions of higher education discussed how to most effectively communicate the priority needs of higher education. As a result, in lieu of the submission of numerous separate budget amendments, the Council of Presidents identified high priority state-wide funding needs for higher education for the upcoming biennium. Institutions would submit individual budget amendments for items that were unique to each of their campuses and for capital outlay projects. The Council of Presidents requested consideration for the following state-wide funding needs:

- Support for faculty and staff salaries
- Restoration of the operating budget reductions
- Restoration of the maintenance reserve program
- Operation and maintenance of new facilities coming on-line
- Undergraduate and graduate student financial aid

After evaluation of the Executive Budget and in accordance with this strategy, Virginia Tech submitted the following institution-specific operating and capital amendments for consideration by the General Assembly:

Continue Support for the Commonwealth Research Initiative: This amendment requested continuation of the \$7.525 million General Fund support provided in the first year through the second year of the biennium.

Base Budget Adequacy: This amendment builds on the support provided in the Executive Budget Bill to move Virginia Tech's Base Budget Adequacy support from 86% as computed by SCHEV in October 2007 to the system average (90% in 2007-08); the amendment requested \$5.371 million in 2008-09 and \$9.715 million in 2009-10.

Support Enrollment Growth: The amendment requested the state share of Virginia resident enrollment growth realized in Fall 2007 which is beyond what is planned for in the Base Budget Adequacy model.

Enhance Campus Safety & Security: This amendment requested \$2.209 million of one-time General Fund support for improvements to the campus classroom environment incurred during 2007-08 and \$3.0 million of General Fund support for on-going safety and security enhancements to the Virginia Tech campus.

Enhance Research in Bioinformatics and Genomics: This budget amendment requested \$3.0 million of General Fund support for critical research in Bioinformatics and Genomics to position Virginia as a national leader in the field of bioinformatics.

Support Center for Creative Technologies in the Arts: This amendment requested support for the creative application of emerging technologies to engage Virginia's teachers as active participants in the design and development of innovative learning tools to strengthen P-12 learning environments. The request seeks \$0.565 million in 2008-09 and \$0.636 million in 2009-10.

Recovery from Quarantine at the Equine Medical Center: This amendment requested one-time support of \$0.755 million in 2007-08 to aid the recovery from a quarantine at the Marion duPont Scott Equine Medical Center in Leesburg, Virginia.

Unique Military Activities: This amendment requested support for Virginia Tech's Corps of Cadets uniform-related costs. The request seeks \$0.24 million in 2008-09 and \$0.12 million in 2009-10.

Translational Research (Agency 229): This amendment seeks \$3.0 million of General Fund support for the Translational Research Initiative. \$2.0 million will support basic research in areas which are essential to the Commonwealth's economic future. The remaining \$1.0 million will provide support for the operating budgets of the Agricultural Research and Extension Centers (ARECs) which are critical for the support of that research to benefit the Commonwealth, its citizens, and its industry.

Planning for Cyber Arts and Creative Technologies Laboratory: This request is for \$1.9 million of state support to plan the renovation of Shultz Hall to house the Creative Technologies Laboratory and Virginia Tech's Science Technology Engineering and Mathematics P-12 Outreach Initiative (VT-STEM). The conversion of Shultz Hall to academic space from auxiliary space is part of a multi-phase plan for the north zone of campus to establish a performing and creative arts district and to modernize dining services.

Planning for Public Safety Building: This request is for the planning of a public safety building. The project is envisioned to enhance several programs, including police, rescue squad, and emergency management. The estimated cost for the planning is \$1.6 million, and the funding plan calls for full state General Fund support.

Signature Engineering Building: This will be a state-of-the-art instruction facility focused on undergraduates with highly specialized spaces that will support hands-on, problem solving oriented learning in the engineering disciplines. The proposed 160,000 gross square foot facility will be a combination of classrooms, instructional laboratories, and research laboratories to house a number of departments and programs in the college. The request is for \$45.25 million in General Fund support and a \$35.0 million nongeneral fund appropriation.

Human and Agricultural Biosciences Building I (Agency 229): This request is to fully fund the Human and Agricultural Biosciences Building I capital project. The cost estimate of the proposed 92,500 gross square foot laboratory is \$54.275 million. The Governor's proposed bond package includes \$28.293 million of support for this project, about half the amount needed for the full building. This request for \$25.982 million is to fully fund the \$54.275 million project in order to provide the laboratory requirements of the Experiment Station.

House and Senate Recommendations for Virginia Tech

Information regarding the House and Senate amendments to the Executive Budget was released on February 19, 2008. Schedule 1 summarizes the Operating funding changes for Virginia Tech and Schedule 2 summarizes the Capital funding changes for Virginia Tech.

Operating Budget Support: The Executive Budget provided an incremental \$3.6 million GF for each year of the biennium. The House continued this support. The Senate proposal reduced the new funding provided to \$1.8 million, or 50% of the Executive Budget.

Tuition Moderation Incentive Fund: The Executive Budget did not include any restrictions or incentives relative to tuition increases. The House Budget added a Tuition Moderation Incentive Fund of \$2.945 million in General Fund support in each year, provided there is no increase in tuition and mandatory E&G fees for in-state

Undergraduates in the first year, 2008-09. The Board of each institution retains the right to raise tuition in 2008-09. If an institution increases tuition in 2008-09, the incentive funding proposed for that institution will be shared proportionally among schools that do not raise tuition. To retain the allocation from the Tuition Moderation Incentive Fund in 2009-10, the institution's average tuition increase over the two year period could not exceed 5 percent per year.

The Senate Budget did not include a tuition moderation incentive. Communications from the Senate expressed an understanding of the need to increase tuition but indicated that the General Assembly would be monitoring the tuition decisions made by Boards.

Operating Support for Research: The Executive Budget provided research funding designed to show a commitment to development of self-sustaining research enterprises. The Governor provided \$7.525 million GF in year one (2008-09), but no General Fund support in year two (2009-10). The House continued this support, and added accountability and reporting language similar to that of the current biennium. For Virginia Tech, the Senate proposal reduced the 2008-09 research funding by 50 percent; in year two, the 2008-09 funding is again reduced by 50 percent, resulting in a funding level of 25 percent of the original allocation.

Compensation: The Executive Budget provided no pay increase for faculty or staff in 2008-09, but it did include funding in Central Appropriations for a 3% increase in 2009-10, effective June 25, 2009. The House added a 2% pay increase for faculty and staff, effective November 25, 2008. The House also put aside some funding for a second compensation increase for November 2009, with the intention of revisiting the amount during the 2009 General Assembly Session. The Senate substituted the Governor's 3% increase with a proposal for a 2.5% pay increase effective November 25, 2009.

Undergraduate Student Financial Assistance: Both houses continued the \$0.408 million General Fund support which was provided in the Executive Budget, for need-based aid for instate undergraduates in each year of the biennium.

Operation and Maintenance of New Facilities: The Executive Budget provided no new funding for facilities coming online during the 2008-10 biennium. Neither the House nor the Senate proposed any new funding for operation and maintenance of new facilities.

Equipment Trust Fund: Both houses continued the \$8.824 million annual support provided in the Executive Budget. The House version proposes the amortization of the debt service for the equipment funding over 7.5 years, as opposed to the traditional five year period.

Interest on Educational & General Funds, and Credit Card Rebates: Consistent with the Restructuring Agreement, the Executive Budget included a Central Appropriation in the first year of the biennium for interest and credit card rebates. The House removed the appropriation for these funds, an estimated \$1.4 million GF

share for Virginia Tech. In addition, the House also deferred a portion of the university's previously appropriated share for 2007-08. The Senate did not make any changes to the Executive Budget for this item.

Unique Military Activities: The Executive Budget moved the University's UMA appropriation from the Virginia Military Institute to Virginia Tech. Both houses continued this technical realignment.

Equine Medical Center: Neither the Executive Budget nor the House provided any one-time General Fund support to aid in the recovery from the quarantine at the Marion duPont Scott Equine Medical Center. The Senate provided \$200,000 (erroneously included in Agency 229) in the caboose bill (2007-08) to aid the recovery.

Energy Efficiency: The Senate Budget anticipates reversions of \$15.0 million in 2008-09 and \$20.0 million in 2009-10 as a result of energy savings planned for in Executive Order #48 (2007) on energy efficiency.

Language Changes

School of Medicine and Research Institute: The House proposed language stating that the General Assembly supports and approves the proposal for the establishment of a new school of medicine and research institute to be created by Virginia Tech, in partnership with the Carilion Clinic, in downtown Roanoke.

Statewide Programs

Higher Education Research Initiative: The Executive Budget provided \$19.5 million in funding in 2008-09 and \$31.75 million in funding in 2009-10 in support of the Higher Education Research Initiative (HERI). The House eliminated all support in year 1 and reduced support to \$8.5 million in year 2. The Senate reduced support in year 1 to \$8.25 million and \$16.5 million in year 2.

Higher Education Research Initiative (Dollars in Millions)

	Executive Budget		House Budget		Senate Budget	
	2008-09	2009-10	2008-09	2009-10	2008-09	2009-10
CTRF	\$ 2.00	\$ 8.50	\$ 0	\$ 0	\$ 0	\$ 4.00
VCERC	1.50	.75	0	1.5	.75	.75
Equipment	15.00	15.00	0	0	7.50	7.50
Others	<u>1.00</u>	<u>7.50</u>	<u>0</u>	<u>7.0</u>	<u>0</u>	<u>4.25</u>
Total HERI	19.50	31.75	0	8.5	8.25	16.50

CTRF – Commonwealth Technology Research Fund

VCERC – Virginia Coastal Energy Research Consortium

Others – includes Jefferson Labs and the Hampton University Proton Facility

Eminent Scholar Program: The Executive budget reduced the amount of General Fund support provided to SCHEV for eminent scholars by \$0.251 million for each year of the biennium. The House and Senate continued this reduced level of support.

Other areas of interest

Institute for Advanced Learning and Research (IALR): The Executive Budget provided \$0.65 million GF support per year. The House continued this support and proposes to increase IALR's equipment trust fund appropriation by \$75,000 in each year of the biennium. The Senate Budget reduced the Executive Budget funding by half.

Capital Outlay

Adjustments to Address Refined State Revenue Estimates: The House and Senate are proposing some system-wide actions to reduce the pressure on General Fund resources in fiscal years 2008 and 2009. Their strategies include financing existing cash appropriations with state debt, shifting the timing General Fund appropriations to match project cash flows, and freezing some projects until General Fund revenues exceed estimates for 2008-2010. A few Virginia Tech projects are included in the strategies to finance existing cash appropriations and to manage the cash flows of existing appropriations; these actions are not anticipated to impact the project schedules or budgets. No Virginia Tech projects are included in the freeze.

Maintenance Reserve: The House and Senate have different proposals to amend the system-wide funding in the Executive Budget. The House removes the \$50 million of new funds in fiscal year 2008, the \$50 million of funds for fiscal year 2010, and reverts any unallotted balances from fiscal year 2008. The House substitutes the funding with \$150 million of debt financing split evenly over the biennium. The Senate removes the \$50 million of new funds in fiscal year 2008 and increases the fiscal year 2010 funding by \$22 million, for an adjusted total of \$72 million. The Senate proposal provides no funding in fiscal year 2009.

Virginia Tech-Carilion School of Medicine and Research Institute: This initiative is fully funded in both houses of the General Assembly.

Preplanning and Planning Projects: The House and Senate have proposals to refine the capital outlay funding process by moving to a two-phase review and approval process that emphasizes more detailed information and justification prior to appropriation of construction funds. The House proposal focuses on Preplanning authorizations to be completed expediently with an opportunity to request construction funding in the following General Assembly Session. The Senate proposal focuses on full planning and design documents with construction funding to come in the following year or the following biennium. Virginia Tech has planning funds for some key projects included in either the House or the Senate capital bills and most are included in both Houses.

Auxiliary Enterprise Authorizations: Both the House and Senate capital bills include support for the Auxiliary Enterprise nongeneral fund authorizations requested by the University. The University requested these items to cover debt issuances as an alternative to a local issuance program.

Joint Budget Conference Committee

The Conference Committee was scheduled to complete its work on reconciling the differences between the House and Senate Budgets and present the recommendations of the joint conference committee by March 6, 2008. However, the Session was extended to provide additional time for the House and Senate conferees to reach agreement on the 2008-10 budget and did not end until March 13, 2008. The General Assembly deferred work to complete the required reconciliation of the capital outlay bond bills until the April 23, 2008 special session of the General Assembly.

The University is working on a complete analysis and report of the Conference Committee's actions and will share this at the Board meeting. The budget recommendations by the House and the Senate, as shown on Schedule 1 and 2, reflect the current available information. The narrative in the prior section of this report briefly describes the nature of the proposed budget recommendations.

PROPOSED APPROPRIATIONS FROM THE EXECUTIVE BUDGET AND EACH HOUSE OF THE GENERAL ASSEMBLY

as of February 19, 2008

Amounts in Thousands -- All amounts are General Fund unless otherwise noted

	Executive Budget		House			Senate		
	2008-09	2009-10	2007-08	2008-09	2009-10	2007-08	2008-09	2009-10
OPERATING BUDGET								
<u>University Division</u>								
Base Budget Adequacy	\$ 3,559	\$ 3,559	\$0	\$ 3,559	\$ 3,559	\$0	\$ 1,780	\$ 1,780
Operation & Maintenance of New Facilities	-	-		-	-		-	-
Tuition Moderation Incentive Fund	-	-		2,945	2,945		-	-
Defer Interest Earnings and Credit Card Rebate	-	-	(350) <i>Est</i>	(1,400) <i>Est</i>	-	-	-	-
Commonwealth Research Initiative	7,525	-		7,525	-		3,762	1,881
	11,084	3,559	(350)	12,629	6,504	-	5,542	3,661
Equipment Trust Fund	8,824	8,824		8,824	8,824		8,824	8,824
Student Financial Assistance - Undergraduate	408	408		408	408		408	408
Total University Division	20,316	12,791	(350)	21,861	15,736	-	14,774	12,893
<u>Cooperative Extension/AES Division</u>								
EMC Support for Recovery from Quarantine	-	-		-	-	200	-	-
Total VT Operating	\$ 20,316	\$ 12,791	\$ (350)	\$ 21,861	\$ 15,736	\$ 200	\$ 14,774	\$ 12,893

NOTE: For ongoing base budget items, the funding displayed in each year is incremental to the funding in 2007-08. For one-time or renewed funding items, the amounts shown are the total funding amounts.

PROPOSED APPROPRIATIONS FROM THE EXECUTIVE BUDGET AND EACH HOUSE OF THE GENERAL ASSEMBLY

as of February 19, 2008

Amounts in Thousands

	Executive Budget		House			Senate		
	2008-10		2007-08	2008-10		2007-08	2008-10	
	State	Nongeneral	State	State	Nongeneral	State	State	Nongeneral
CAPITAL BUDGET								
Equipment Funding								
Henderson Hall Renovation	\$ 3,458	\$ -		\$ 3,458	\$ -		\$ 3,458	\$ -
Educational and General Projects								
Maintenance Reserve	11,628	-	(3,000) <i>Est</i>	16,900 (b)	-		8,373 <i>Est</i>	-
Replace Deteriorated Section of Davidson Hall	30,124 (a)	-		250 (c)	-		3,000	-
Science Research Laboratory I	28,758 (a)	-		250 (c)	-		-	-
229: Human & Agricultural Biosciences Building I	28,293 (a)	-		250 (c)	-		-	-
VT-Carilion School of Medicine & Research Institute	59,000 (a)	-		59,000	-		59,000	-
Engineering Signature Building	-	-		300 (c)	35,000		5,700 (d)	-
Technology Research Center	-	-		75 (c)	-		-	-
Chiller Plant	-	-		-	-		1,700 (d)	-
Auxiliary Enterprise Projects								
Supplement New Residence Hall		8,047		-	8,047		-	8,047
Basketball Practice Facility		20,000		-	20,000		-	20,000
Repair McComas Hall Exterior Wall Structure		6,000		-	6,000		-	6,000
Renovate Ambler Johnston Residence Hall	-	55,000		-	55,000		-	55,000
Renovate Owens and West End Market Food Courts	-	5,000		-	5,000		-	5,000
Total VT Capital	\$ 161,261	\$ 94,047	\$ (3,000)	\$ 80,483	\$ 129,047	\$ -	\$ 81,231	\$ 94,047

NOTES:

(a) The Governor introduced a Higher Education bond package of \$1.65 billion, which includes a General Obligation Bond (GOB) package, for 75 projects intended to support education, including four involving Virginia Tech. If passed by the General Assembly, the GOB package will need public approval in a fall 2008 bond referendum.

(b) The House removed the GF maintenance reserve funding proposed in the Executive Budget for the 2008-10 biennium. As an alternative, the House proposed creation of the Maintenance Reserve Revolving Fund, based on the Higher Education Equipment Trust Fund financing model.

(c) HB1547 authorizes preplanning for Science Building I, Human & Agricultural Biosciences Building I, and Engineering Signature in FY09. Preplanning in FY10 is authorized for Davidson and a Technology Research Center (for the National Aeronautics Institute) that was not requested and does not appear in the university's Capital Plan.

(d) Projects funded with Treasury loans in the Senate proposal. \$5.7M is authorized for planning the Engineering Signature Building, \$3M for planning Davidson, and \$1.7M for the Chiller.

**2008-10 APPROPRIATIONS REQUEST
UPDATE ON THE EXECUTIVE BUDGET AND LEGISLATIVE SESSION
As of March 28, 2008**

Joint Budget Conference Committee

The General Assembly Budget Conference Committee was scheduled to complete its work on reconciling the differences between the House and Senate budgets and present the recommendations of the joint conference committee by March 6, 2008. However, the Session was extended to provide additional time for the House and Senate conferees to reach agreement on the 2008-10 budget.

The Joint Conference Committee of Virginia's General Assembly reached an agreement and released its operating budget amendments to Governor Kaine's proposed 2008-10 Executive Budget for the Commonwealth on March 13. The General Assembly approved the operating budget recommended by the Conference Committee. The General Assembly approved budget will subsequently go to the Governor for approval and/or modification. Amendments to the bond bills for the capital budget currently remain outstanding and are expected to be completed and released in April 2008.

The attached schedule provides an overview of the action of the General Assembly and the incremental operating support provided to Virginia Tech through the proposed budget for the 2008-10 biennium. The following is a brief summary of the items of particular interest to Virginia Tech:

Budget Reductions: The budget reductions assigned on October 1, 2007 to the Educational and General Program are continued through the 2008-10 biennium. While the state revenue forecast was further reduced during the legislative session, higher education was sheltered from additional reductions.

Faculty and Staff Salaries: The Conference Committee approved funding for faculty and staff salary increases. The General Fund share of funding is provided for a 2% pay increase effective in each year of the biennium, November 25, 2008 and 2009.

Research Funding: As a one-time allocation, the \$7,525,000 of General Fund support in 2006-08 provided annually from the Commonwealth Research Initiative (CRI) was not automatically continued in 2008-10. To show commitment to self-sustaining research enterprises, the Executive Budget proposed General Fund (GF) support of \$7,525,000 to the University for 2008-09. Given the deteriorating revenue forecasts for the Commonwealth, the Conference Committee reduced the total research funding for the biennium, but continued it through the second year by providing research funding of \$2.822 million in each year of the biennium. The Joint Conference Committee also continued accountability and reporting language, for each institution that will receive CRI funding similar to that of the previous biennium.

Base Budget Adequacy: The conference committee provides \$1.78 million of General Fund support in each year for Base Budget Adequacy. This is half of what was proposed in the Executive Budget.

Operation and Maintenance of New Facilities: No funding was provided for the operation and maintenance costs of new facilities coming online during the next biennium. For the short-term, the Commonwealth is proposing that an institution's resources provided to address base budget adequacy bear these costs. The University requested \$303,454 GF in 2008-09 and \$596,589 GF in 2009-10.

Tuition Moderation Incentive Fund: The Conferees agreed to establish a Tuition Moderation Incentive Fund. The fund would provide \$2.5 million of General Fund support to Virginia Tech if the increase in tuition and mandatory Educational and General (E & G) fees for in-state undergraduate students is not more than three percent for 2008-09. An additional one percent increase is allowed if the additional revenue generated is used in its entirety to increase the level of financial aid for in-state students. Half of any unclaimed incentive funds in 2008-09 will be redistributed on a one-time basis proportionately among the institutions that have met the requirements, and the other half will be reverted to the General Fund. If an institution increases tuition and mandatory E & G fees for in-state undergraduate students in fiscal year 2009 greater than 12 percent, the institution shall not be eligible for an allocation from the fund in either fiscal year.

Undergraduate Student Financial Assistance: The Executive Budget included \$408,268 GF support for need-based aid for in-state undergraduates in each year of the biennium, based on the partnership model. The Joint Conference Committee maintained the proposed level of funding.

Equipment Trust Fund: In each year of the biennium, \$8,824,269 is allocated to the University for Equipment Trust Fund purchases, which is an increase of \$621,735. To provide this level of support, the Joint Conference Committee extended the financing period of equipment from five to seven years based on the average useful life of equipment purchased.

Equine Medical Center: The Joint Conference Committee provided \$200,000 in the caboose bill (2007-08) to aid in the recovery from a quarantine at the Marion duPont Scott Equine Medical Center.

Beekeeper Study Carryforward: The Joint Conference Committee proposes allowing the Cooperative Extension and Agricultural Experiment Station Division to carry forward any unspent funding for the Beekeeper Study into the next biennium.

Interest on Educational and General Funds / Credit Card Rebates: In accordance with the Restructuring Act, the state budget continues to plan for institutions of higher education to receive interest earned on nongeneral fund E&G resources and a pro rata amount of the rebate paid to the Commonwealth on credit card purchases. This provision continues to be contingent upon certification by

SCHEV that applicable performance benchmarks were achieved. The biennial budget currently does not include support for 2009-10; the Department of Planning and Budget indicates that the intent is to review this program on an annual basis.

Unique Military Activities (UMA): The biennial budget eliminates the requirement to annually certify the number of cadets and directly appropriates \$1,569,824 UMA funding to the University. In prior years, these funds were appropriated to VMI and subsequently transferred to Virginia Tech.

Language Changes

Restructuring: Significant progress was made in addressing remaining language conflicts in the Appropriation Act that are inconsistent with the Restructuring Act.

School of Medicine and Research Institute: The Conference Committee did not include language proposed by the House stating that the General Assembly supports and approves the proposal for the establishment of a new school of medicine and research institute to be created by Virginia Tech, in partnership with the Carilion Clinic, in downtown Roanoke.

Energy Efficiency (Equipment): The Conference Committee included the Senate's proposed language requiring state agencies and institutions to purchase Energy Star rated appliances and equipment in all cases when available.

Maintenance Reserve: The Joint Conferees created a revolving maintenance reserve fund similar to the equipment trust fund (HEETF) financing model. The new fund will provide \$8,221,000 in the first year and \$8,679,000 in the second.

Energy Efficiency (Capital): All new and renovated state-owned facilities, if the renovations are in excess of 50 percent of the structure's assessed value, that are over 5,000 gross square feet shall be designed and constructed consistent with energy performance standards at least as stringent as the U.S. Green Building Council's LEED rating system or the Green Globe's rating system.

Other Areas of Interest outside the Proposed Direct Allocations to the University

Higher Education Research Initiative

- **Advisory Committee on Competitive Research:** The Governor shall establish an Advisory Committee on Competitive Research to develop guidelines for making the grant awards. These research grants are intended to encourage university collaboration, benefit economically distressed region(s) and/or under-represented populations, and attract industry-sponsored research and development (R&D). In promoting collaboration, the Committee shall positively consider collaborations between the historically black colleges and universities and other four-year colleges and universities.

- **Commonwealth Technology Research Fund (CTRF):** To enhance research opportunities at the Commonwealth's public higher education institutions that exhibit a promising return for economic development, a CTRF grant committee will determine the allocation of the funds using criteria focusing on research that best translates into economic development. Awards will be matched on at least a dollar-for-dollar basis by institutions from federal, institutional, or private funds. The Joint Conference Committee provided \$1 million of General Fund support in each year of the biennium.
- **Virginia Coastal Energy Research Consortium (VCERC):** To support research and development of Virginia's marine renewable energy resources with a focus on offshore winds, waves, and marine biomass, including the generation of algal biodiesel, the Joint Conferees agreed to provide \$1.6 million of General Fund support in year one but no funding was provided in year two of the biennium.

Eminent Scholars Program: The Executive Budget reduced the amount of General Fund support provided to SCHEV for the eminent scholars program by \$251,102 (GF) for each year of the biennium. The Conference Committee continued this level of support. The impact to the University's annual allocation of eminent scholars program funds is not yet known.

Capital Items

As stated above, the bond bills for the capital budget were separated from the development of the biennial operating budget. The development of the capital budget is expected to be complete in April 2008.

Additional information on the capital program or any subsequent changes that are important to higher education made through the state budget process will be shared once the information becomes available.

PROPOSED APPROPRIATIONS FROM THE EXECUTIVE BUDGET AND CONFERENCE COMMITTEE OF THE GENERAL ASSEMBLY

as of March 28, 2008

Amounts in Thousands -- All amounts are General Fund unless otherwise noted

UNIVERSITY OPERATING BUDGET	Executive Budget			Conferee Budget		
	2007-08	2008-09	2009-10	2007-08	2008-09	2009-10
Base Budget Adequacy	\$0	\$ 3,559	\$ 3,559	\$0	\$ 1,780	\$ 1,780
Operation & Maintenance of New Facilities	-	-	-	-	-	-
Tuition Moderation Incentive Fund	-	-	-	-	2,500 (a)	2,500
Commonwealth Research Initiative	-	7,525	-	-	2,822	2,822
Subtotal	\$0	11,084	3,559	-	7,102	7,102
Equipment Trust Fund	-	8,824	8,824	-	8,824	8,824
Student Financial Assistance - Undergraduate	-	408	408	-	408	408
EMC Support for Recovery from Quarantine	-	-	-	200	-	-
Total VT Operating	\$0	\$20,316	\$12,791	\$200	\$16,334	\$16,334

The General Fund share of the November 25, 2008 and November 25, 2009 two percent salary increases for faculty and staff are in central appropriations.

- (a) \$2,500,000 GF is provided each year if increases in in-state undergraduate tuition and mandatory E&G fees are held to 3% or less. The allowable increase may be up to 4% if the entire amount generated by the additional 1% increase is used solely to increase the level of financial aid for in-state students. 50% of any unclaimed incentive funds will be redistributed proportionally among the other institutions receiving the incentive funds, and the other 50% will be reverted to the General Fund. If an institution's FY2009 increase is greater than 12%, the Institution will not be eligible for the incentive funds in either year of the biennium.

**MINUTES OF THE FINANCE AND AUDIT COMMITTEE
OF THE BOARD OF VISITORS
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

March 31, 2008

AUDIT CLOSED SESSION

PRESENT:

BOARD OF VISITORS: Ms. Beverly Dalton, Mr. Ben Davenport, Mr. Jake Lutz, Mr. George Nolen, Mr. Philip Thompson

VPI&SU STAFF: Mr. Mel Bowles, Ms. Kay Heidbreder, Mr. Dwight Shelton, Dr. Raymond Smoot, Dr. Charles Steger, Dr. Lisa Wilkes

AUDIT CLOSED SESSION: The Committee met in Closed Session with the Acting Director of Internal Audit to discuss audits of specific departments and units where individual employees were identified. The Committee also received an update on the outstanding fraud, waste, and abuse cases, and a briefing on case(s) pending potential litigation.

AUDIT OPEN SESSION

PRESENT:

BOARD OF VISITORS: Ms. Beverly Dalton, Mr. Ben Davenport, Mr. George Nolen, Mr. Philip Thompson

VPI&SU STAFF: Ms. Divya Amin, Mr. Erv Blythe, Mr. Mel Bowles, Mr. Bob Broyden, Mr. Al Cooper, Mr. John Cusimano, Ms. Mary Dunker, Mr. Tim Hodge, Mr. Hal Irwin, Mr. Rob Mann, Mr. Ken Miller, Mr. Mark Owczarski, Mr. Chris Rahmes, Ms. Kathy Sanders, Mr. Dwight Shelton, Dr. Raymond Smoot, Mr. Jeb Stewart, Mr. Paul Toffenetti, Ms. Melinda West, Dr. Lisa Wilkes

GUEST: Mr. Greg Esposito, *Roanoke Times*

AUDIT AGENDA

1. APPROVAL OF MINUTES OF THE NOVEMBER 12, 2007 MEETING:

The Committee reviewed and approved the minutes of the November 12, 2007 meeting.

2. REVIEW OF INTERNAL AUDIT DEPARTMENT'S STATUS REPORT AS OF DECEMBER 31, 2007:

The Committee reviewed the Internal Audit Department's Status Report as of December 31, 2007. In addition to conducting scheduled audits, the audit department participated in annual audit activities; fraud, waste, and abuse audits; and professional development activities.

The Committee accepted the report.

3. REVIEW AND ACCEPTANCE OF THE FOLLOWING INTERNAL AUDIT REPORTS/MEMOS ISSUED:

The Committee reviewed and accepted the following Internal Audit reports:

A. Virginia Tech Certification Authority

The Committee received a report on the audit of the Virginia Tech Certification Authority. The audit indicated that the overall risk exposure is high and the internal control system is effective, but some improvements are recommended. The audit recommendations include: Perform a cost-benefit analysis to determine the value in extending the trust on some categories of digital certificates issued by the Authority, and Improve the Virginia Tech Certification Authority web site. Management is working to implement improvements to address the recommendations.

The Audit Committee expressed concern about the university's administrative processes and utilization of information technology to enhance e-commerce activities. The Committee requested that the Vice President for Finance and Chief Financial Officer and the Vice President for Information Technology develop a plan that would allow for aggressive implementation of process improvements utilizing information technology as a way to enhance the efficiency of business and administrative processes. The Committee further requested that a resolution be brought to the June Board meeting outlining the strategies for implementation of this plan.

B. NCAA Compliance

The Committee received a report on the audit of the Athletics' NCAA Compliance. The audit indicated that the overall risk exposure is high and the internal control system is effective, but some improvements are

recommended. The audit recommendations include: Enhance the review process for practice records to ensure accuracy, Improve process to ensure required eligibility forms are kept on file, and Ensure that all necessary rules educational sessions and planned sessions are conducted. Management is working to implement improvements to address the recommendations.

C. Payroll Department

The Committee received a report on the audit of the Payroll Department. The audit indicated that the overall risk exposure is high and the internal control system is effective; some recommendations are made for additional improvements. The audit recommendations include: Strengthen controls over the Banner Human Resources access review process, and Enhance the check signing process by implementing a back-up digital signature for signing checks in an event of an emergency. Management is working to implement improvements to address the recommendations.

D. Purchasing Department

The Committee received a report on the audit of the Purchasing Department. The audit indicated that the overall risk exposure is high and the internal control system is effective. Audit identified and discussed with management some minor opportunities for additional improvement. Management is working to implement the additional improvements.

4. 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 November meeting, the university reported that as of September 30, 2007, 4 high or medium risk audit comments remained outstanding. An additional 21 comments have been issued since then for a total of 25 comments. As of December 31, 2007, the University has addressed 20 comments, leaving 5 comments still in progress.

The Committee accepted the report.

5. REVIEW OF AUDITOR OF PUBLIC ACCOUNTS STATEWIDE REVIEWS AND SPECIAL REPORTS:

In addition to the annual audits of the University's financial statements and its Intercollegiate Athletics program, the Auditor of Public Accounts (APA) has included Virginia Tech along with other agencies in recent program reviews designed to assess controls on a statewide basis. The Committee reviewed a report which provides an analysis of the APA's statewide audit activities to date and the University's planned approach to manage and report on these audit activities.

The Committee accepted the report.

6. REVIEW ON COMPLIANCE WITH AUDIT RESOLUTION OF UNIVERSITY-RELATED CORPORATIONS:

The Committee received a compliance report for the audits of the university-related corporations. These corporations include Virginia Tech Foundation, Inc., Virginia Tech Services, Inc., and Virginia Tech Intellectual Properties, Inc. Each university-related corporation is required to provide audited annual financial statements, management letters from external auditors, and management's responses to the University's Chief Operating Officer. Each corporation is also required to submit an annual certification stating that all procedures outlined in the resolution have been met. All corporations are in full compliance with the Board of Visitors requirements regarding audits.

The Committee accepted the report.

There being no further business, the meeting adjourned at 11:30 a.m.

Virginia Polytechnic Institute and State University 2008-09 Compensation for Graduate Assistants

Graduate students who work as graduate assistants while pursuing the master's or doctoral degrees provide a valuable service to the university. Many teach undergraduate classes. Others support faculty in scholarly and sponsored research activities. To be competitive in the recruitment and retention of high quality graduate students, it is important for the University to provide compensation packages that are comparable with those offered by peer institutions. The key components of the compensation packages are competitive stipends, tuition assistance, and health insurance.

Graduate Stipends

One of the primary goals of Virginia Tech during the 1980's was to build a graduate stipend schedule that was competitive with those offered by comparable institutions. A stipend table was developed and levels have been adjusted each year. Individual amounts within the table were realigned to eliminate perceived discrepancies, and a new category was added for graduate students working on sponsored research projects. In the 1990's, the university developed a more comprehensive program of tuition scholarships for graduate students. Four sources finance the tuition program: the General Fund appropriation for student financial assistance, a scholarship program in the Educational and General budget, tuition payments in grants and contracts, and private gifts. To respond to increasing competition for quality graduate students among peer institutions, the graduate student stipend scale was revised for Fall 2003 and approved by the Board to better position Virginia Tech departments and to reflect the minimum stipend levels authorized by the National Science Foundation. The Fall 2004 stipend scale added ten additional stipend steps, numbered 41-50, to increase the University's competitive position in attracting outstanding PhD students.

The University proposes to advance the stipend scale for 2008-09 by continuing the previously approved November 2007 increase of 3.0 percent and overlaying a 2.0 percent increase that would normally be effective November 2008. The salary increase for 2008 is included in the General Assembly proposed budget. The Governor has the authority to change this salary proposal through the veto session in April 2008. If the rate of increase in the final approved budget is different, the stipend scale would be revised for 2008-09. In conformity with the treatment of stipend increases in prior years, the University would establish the effective date of the increases as August 10, 2008 rather than November 25, 2008 with an offsetting decrease to the stipend increase percentage. This process will result in an overall increase of approximately 2.4 percent in the stipend scale for the 2008-09 academic year. The shift to the beginning of the Fall academic term does not affect the total compensation for the graduate students; rather, it spreads the increase over the entire academic year. Further, the University realizes administrative process savings and student recruitment advantages by making the adjustment to the effective date.

The 2008-09 graduate stipend compensation plan is described in the attached schedule.

Health Insurance Premium Compensation

At the March 2001 meeting of the Board of Visitors, a health insurance program for graduate students on assistantship was approved as a part of the graduate student compensation package to enhance the University's competitiveness in recruiting highly qualified graduate students. The program was initially designed to help full-time graduate students receiving a full or partial assistantship, including graduate research assistants, graduate teaching assistants, and graduate assistants, offset a portion of the cost of health insurance premiums. In 2007-08, the Board of Visitors authorized coverage of 80%* of the annual premium for insurance obtained through the University.

For 2008-09, the University proposes to continue to increase its support for the graduate health insurance program, in accordance with its strategic objectives, by moving the percentage of the annual covered premium cost from 80% to 82.5%.

In order to qualify, full-time graduate students must have a 50% or greater appointment. Graduate students also have the option to decline coverage if they so choose.

RECOMMENDATION:

That the stipend levels and graduate health insurance program be approved.

* In 2007-08, the University provided 80% of the \$1,963 annual premium cost of the Basic Plan, which provided a \$300 annual deductible, a \$1,500 out-of-pocket maximum, a \$25 plus 20% co-pay for doctors' visits (\$10 plus 15% with a referral), and a \$50,000 maximum benefit. Students can obtain higher coverage levels, including dental and vision coverage, for an additional cost. The benefits are not expected to change substantially for 2008-09.

2008-09 Full-Time Graduate Monthly Stipend Compensation
Effective August 10, 2008

	2008-09 *		
	<u>Monthly</u>	<u>9 Month</u>	<u>12 Month</u>
Step 1	1,228	11,052	14,736
Step 2	1,277	11,493	15,324
Step 3	1,324	11,916	15,888
Step 4	1,370	12,330	16,440
Step 5	1,418	12,762	17,016
Step 6	1,466	13,194	17,592
Step 7	1,513	13,617	18,156
Step 8	1,561	14,049	18,732
Step 9	1,608	14,472	19,296
Step 10	1,655	14,895	19,860
Step 11	1,702	15,318	20,424
Step 12	1,748	15,732	20,976
Step 13	1,797	16,173	21,564
Step 14	1,844	16,596	22,128
Step 15	1,891	17,019	22,692
Step 16	1,938	17,442	23,256
Step 17	1,985	17,865	23,820
Step 18	2,034	18,306	24,408
Step 19	2,080	18,720	24,960
Step 20	2,128	19,152	25,536
Step 21	2,175	19,575	26,100
Step 22	2,221	19,989	26,652
Step 23	2,268	20,412	27,216
Step 24	2,317	20,853	27,804
Step 25	2,364	21,276	28,368
Step 26	2,410	21,690	28,920
Step 27	2,460	22,140	29,520
Step 28	2,506	22,554	30,072
Step 29	2,552	22,968	30,624
Step 30	2,601	23,409	31,212
Step 31	2,647	23,823	31,764
Step 32	2,695	24,255	32,340
Step 33	2,742	24,678	32,904
Step 34	2,790	25,110	33,480
Step 35	2,836	25,524	34,032
Step 36	2,884	25,956	34,608
Step 37	2,931	26,379	35,172
Step 38	2,979	26,811	35,748
Step 39	3,027	27,243	36,324
Step 40	3,073	27,657	36,876
Step 41	3,122	28,098	37,464
Step 42	3,168	28,512	38,016
Step 43	3,216	28,944	38,592
Step 44	3,263	29,367	39,156
Step 45	3,310	29,790	39,720
Step 46	3,359	30,231	40,308
Step 47	3,405	30,645	40,860
Step 48	3,452	31,068	41,424
Step 49	3,500	31,500	42,000
Step 50	3,547	31,923	42,564

* Continues the 3% increase from November 25, 2007 and overlays a 2% increase effective November 2008.

VIRGINIA TECH

FINANCIAL PERFORMANCE REPORT

Operating and Capital Expenditures

July 1, 2007 to December 31, 2007

FINANCIAL PERFORMANCE REPORT

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 coordinates with the Department of Planning and Budget to ensure appropriations are reflected accurately.

The July to December 2007-08 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

1. Tuition and Fee revenue is higher than historical projections through the second quarter primarily due to the timing of collections and strong spring retention. During the third quarter, the University will examine the need to adjust the annual budget due to Spring enrollment.
2. Other Income and Academic Program Expenditures are behind projections because continuing education program activities were less than anticipated.
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. As of December 31, expenditures are temporarily exceeding revenues due to the timing of federal drawdowns.
4. Quarterly and projected annual variances are explained in the Auxiliary Enterprises section of this report.
5. 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 ahead of 2006-07 activity levels.
6. Revenues are below projections due to lower than expected surplus property equipment transfer sales and pending Federal Work Study payments.
7. 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 \$31,253 for VIVA libraries distribution costs, by \$1,301,100 to support costs related to April 16, 2007, and by \$824,926 to match the actual central appropriations transfer for fringe benefits and staff raises. The budget has also been decreased by \$10,152,243 for the General Fund reduction assigned to the E&G component of the University Division by the Governor on October 1, 2007. The corresponding expenditure budgets have been adjusted accordingly.
8. The annual budget for Tuition and Fees has been increased by \$223,619 to finalize estimates for the Tuition and Fee budget and by \$8,344,308 for strong fall enrollments. The corresponding expenditure budgets have been adjusted accordingly.
9. The All Other Income revenue budget for the University Division has been increased by \$149,562 to reflect higher than projected interest earnings and by \$179,976 for Virginia Tech's share of the Commonwealth's credit card rebate. The corresponding expenditure budgets have been adjusted accordingly.
10. The General Fund revenue budget for the Cooperative Extension/Agricultural Experiment Station Division has been increased by \$145,935 to match the actual central appropriations transfer for fringe benefits and staff raises. The budget has also been decreased by \$2,437,555 for the General Fund reduction assigned to the Cooperative Extension/Agricultural Experiment Station Division by the Governor on October 1, 2007. The corresponding expenditure budgets have been adjusted accordingly.
11. The annual budget for Federal Appropriations in the Cooperative Extension/Agricultural Experiment Station Division has been increased by \$3,067,634 to reflect changes in the Federal formula funds. Some funding previously treated as sponsored programs are now distributed as E&G formula funds. The corresponding expenditure budgets have been adjusted accordingly.
12. The All Other Income revenue budget for the Cooperative Extension/Agricultural Experiment Station Division has been decreased by \$48,634 to reflect lower than projected interest earnings and increased by \$75,000 for agricultural sales. The corresponding expenditure budgets have been adjusted accordingly.
13. The Sponsored Programs budget has been decreased for the General Fund reduction for the Commonwealth Research Initiative assigned by the Governor on October 1, 2007.
14. The projected annual 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, increased for the reappropriation of \$2,843 from the prior fiscal year, and increased by \$18,000 for the Virginia Military Survivors and Dependents program.
15. The projected annual budgets in All Other Programs were adjusted to reflect the finalization of the budget for Investments and Debt Management, increases for activities that were initiated prior to June 30, 2007 but incomplete at fiscal year end, and a Unique Military Activities General Fund appropriation reduction of \$70,442 assigned by the Governor on October 1, 2007.

OPERATING BUDGET

2007-08

Dollars in Thousands

	July 1, 2007 to December 31, 2007			Annual Budget for 2007-08		
	Actual	Budget	Change	Original	Adjusted	Change
Educational and General Programs						
<u>University Division</u>						
<u>Revenues</u>						
- General Fund	\$96,251	\$96,251	\$0	\$183,443	\$175,670	\$-7,773 (7)
- Tuition and Fees	147,697	144,501	3,196 (1)	238,851	247,419	8,568 (8)
- All Other Income	18,585	19,713	-1,128 (2)	33,934	34,263	329 (9)
Total Revenues	\$262,533	\$260,465	\$2,068	\$456,228	\$457,352	\$1,124
<u>Expenses</u>						
- Academic Programs	\$-142,380	\$-143,701	\$1,321 (2)	\$-289,835	\$-290,341	\$-506 (7, 8, 9)
- Support Programs	-87,988	-87,755	-233	-166,393	-167,011	-618 (7, 8, 9)
Total Expenses	\$-230,368	\$-231,456	\$1,088	\$-456,228	\$-457,352	\$-1,124
NET	\$32,165	\$29,009	\$3,156	\$0	\$0	\$0
<u>CE/AES Division</u>						
<u>Revenues</u>						
- General Fund	\$35,515	\$35,515	\$0	\$68,358	\$66,067	\$-2,291 (10)
- Federal Appropriation	6,228	6,700	-472 (3)	14,173	17,241	3,068 (11)
- All Other Income	617	463	154	808	834	26 (12)
Total Revenues	\$42,360	\$42,678	\$-318	\$83,339	\$84,142	\$803
<u>Expenses</u>						
- Academic Programs	\$-40,453	\$-40,493	\$40	\$-75,980	\$-76,783	\$-803 (10, 11, 12)
- Support Programs	-2,322	-2,479	157	-7,359	-7,359	0 (10, 11, 12)
Total Expenses	\$-42,775	\$-42,972	\$197	\$-83,339	\$-84,142	\$-803
NET	\$-415 (3)	\$-294	\$-121	\$0	\$0	\$0
<u>Auxiliary Enterprises</u>						
Revenues	\$120,117	\$116,279	\$3,838 (4)	\$192,466	\$199,341	\$6,875 (4)
Expenses	-94,540	-97,739	3,199 (4)	-182,379	-196,527	-14,148 (4)
Reserve Drawdown (Deposit)	-25,577	-18,540	-7,037 (4)	-10,087	-2,814	7,273 (4)
NET	\$0	\$0	\$0	\$0	\$0	\$0
<u>Sponsored Programs</u>						
Revenues	\$102,022	\$101,052	\$970 (5)	\$212,651	\$212,103	\$-548 (13)
Expenses	-114,322	-119,877	5,555 (5)	-212,651	-212,103	548 (13)
Reserve Drawdown (Deposit)	12,300	18,825	-6,525	0	0	0
NET	\$0	\$0	\$0	\$0	\$0	\$0
<u>Student Financial Assistance</u>						
Revenues	\$8,282	\$8,282	\$0	\$16,743	\$16,542	\$-201 (14)
Expenses	-8,095	-8,279	184	-16,743	-16,542	201 (14)
NET	\$187	\$3	\$184	\$0	\$0	\$0
<u>All Other Programs *</u>						
Revenues	\$2,621	\$3,053	\$-432 (6)	\$5,812	\$5,740	\$-72 (15)
Expenses	-2,412	-2,685	273	-5,812	-5,914	-102 (15)
Reserve Drawdown (Deposit)	-209	-368	159	0	174	174 (15)
NET	\$0	\$0	\$0	\$0	\$0	\$0
<u>Total University</u>						
Revenues	\$537,935	\$531,809	\$6,126	\$967,239	\$975,220	\$7,981
Expenses	-492,512	-503,008	10,496	-957,152	-972,580	-15,428
Reserve Drawdown (Deposit)	-13,486	-83	-13,403	-10,087	-2,640	7,447
NET	\$31,937	\$28,718	\$3,219	\$0	\$0	\$0

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

AUXILIARY ENTERPRISE BUDGET

1. Revenues in Residence and Dining Halls exceed projections due to higher than anticipated dorm occupancy, continued growth in off-campus meal plan sales and dining dollar receipts, and investment income growth. Expenditures in Residence and Dining Halls are lower than projected overall because of employee turnover and vacancy and the timing of one-time expenses. The University is working with the Auxiliary to utilize revenue growth and one-time expenditure savings to address critical facility needs.
2. Expenditures in Telecommunication Services are lower than projected due to employee turnover and vacancy and the timing of equipment purchases related to various telecommunications projects. These one-time savings will be used to support the campus telecommunications infrastructure upgrade project.
3. Revenues in the University Services System from student fees are higher than projected due to higher enrollments than budgeted, self-generated revenue from hospital charges and fitness classes, and investment income growth. Expenditures for the System are lower than projected due to employee turnover and vacancy and the timing of one-time expenditures for office renovations and equipment for additional counseling staff added at Cook Counseling Center.
4. Revenues for the Intercollegiate Athletics System exceeded projections due to student fee revenue, investment income growth, higher than expected football ticket sales, concessions and licensing revenues, and the multi-media contract.
5. Expenditures in Electric Service are less than projected for purchased electricity due to actual electrical rates charged under the new contract that took effect July 1, 2007 being less than projected as a result of a fuel adjustment refund in August.
6. Revenues are higher than projected in the Other Enterprise Functions due to higher than projected investment income, student fee revenues in the Hokie Passport and Student Orientation auxiliaries, royalties from the sales of Virginia Tech merchandise in the Licensing and Trademark auxiliary, revenue from software sales in the Student Software Sales auxiliary, and increased Tailor Shop sales.
7. The projected annual budget was adjusted for outstanding 2006-07 commitments and projects that were initiated but not completed before June 30, 2007.
8. The projected revenue, expenditure, and reserve budgets for Residence and Dining Halls were adjusted for higher than anticipated dorm occupancy, increased dining sales, increased operating expenses related to dining activity, and one-time projects.
9. The projected annual revenue, expense and reserve budgets for Parking and Transportation were adjusted to accommodate the one-time cost of \$51,000 for a pilot expansion of Blacksburg Transit service to the Corporate Research Center and an accounting change of the aircraft maintenance reserve from Air Transportation to better plan for these future costs.
10. The projected annual revenue and expense budgets for Telecommunications Services were adjusted due to increased campus project activity.
11. The projected annual revenue, expense, and reserve budgets for the University Services System were adjusted to accommodate additional student fee income from higher enrollments, self-generated revenue from fitness classes, one-time office renovations and equipment purchases necessary to support additional counseling staff added at Cook Counseling Center, and the replacement of the McComas Hall pool air and water filtration system.
12. The projected annual revenue budget for Intercollegiate Athletics was adjusted to accommodate increased revenue from higher than anticipated football student ticket sales, the ISP Sports multimedia contract, interest income, private fund raising, and participation in the ACC Football Championship and the Orange Bowl. Expenditure and reserve budgets were adjusted to accommodate various personnel actions, operating adjustments, equipment purchases, programmatic adjustments, facility maintenance needs, technology improvements, renovations (Softball Seating/Press Box, Baseball Seating, Batting Facility, and the West Side Academic Memorabilia Area), and costs associated with participation in the ACC Football Championship and the Orange Bowl..
13. The projected annual expenditure and reserve drawdown budgets for the Inn were adjusted to accommodate the additional expense from the purchase and installation of a security camera system in response to a recent audit.
14. The projected annual revenue, expenditure and reserve budgets for Other Enterprise Functions were adjusted to accommodate an increase in Licensing and Trademark revenue from royalties on sales of Virginia Tech merchandise and increased contributions to academic and athletic scholarships as a result of the licensing revenue sharing agreement, and an increase in software sales revenue and expenses from the sale of software to students.

**UNIVERSITY DIVISION
AUXILIARY ENTERPRISES**

Dollars in Thousands

	July 1, 2007 to December 31, 2007			Annual Budget for 2007-08		
	Actual	Budget	Change	Original	Adjusted	Change
Residence and Dining Halls						
Revenues	\$37,528	\$36,407	\$1,121 (1)	\$63,164	\$64,579	\$1,415 (8)
Expenses	-32,422	-33,553	1,131 (1)	-60,644	-63,810	-3,166 (7, 8)
Reserve Drawdown (Deposit)	-5,106	-2,854	-2,252	-2,520	-769	1,751 (7, 8)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Parking and Transportation						
Revenues	\$3,834	\$3,860	\$-26	\$5,780	\$5,752	\$-28 (9)
Expenses	-1,877	-1,860	-17	-5,244	-5,438	-194 (7, 9)
Reserve Drawdown (Deposit)	-1,957	-2,000	43	-536	-314	222 (7, 9)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Telecommunications Services						
Revenues	\$10,006	\$9,803	\$203	\$16,456	\$17,120	\$664 (10)
Expenses	-7,321	-8,015	694 (2)	-16,395	-17,364	-969 (7, 10)
Reserve Drawdown (Deposit)	-2,685	-1,788	-897	-61	244	305 (7)
Net	\$0	\$0	\$0	\$0	\$0	\$0
University Services System						
Revenues	\$15,431	\$14,795	\$636 (3)	\$24,915	\$24,967	\$52 (11)
Expenses	-12,319	-13,192	873 (3)	-24,233	-25,399	-1,166 (7, 11)
Reserve Drawdown (Deposit)	-3,112	-1,603	-1,509	-682	432	1,114 (7, 11)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Intercollegiate Athletics						
Revenues	\$35,029	\$33,653	\$1,376 (4)	\$43,276	\$47,770	\$4,494 (12)
Expenses	-20,048	-20,064	16	-38,360	-46,339	-7,979 (7, 12)
Reserve Drawdown (Deposit)	-14,981	-13,589	-1,392	-4,916	-1,431	3,485 (7, 12)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Electric Service						
Revenues	\$10,125	\$10,217	\$-92	\$22,816	\$22,816	\$0
Expenses	-11,484	-11,987	503 (5)	-22,616	-22,509	107 (7)
Reserve Drawdown (Deposit)	1,359	1,770	-411	-200	-307	-107 (7)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Inn at Virginia Tech/Skelton Conf. Center						
Revenues	\$5,111	\$5,009	\$102	\$10,105	\$10,105	\$0
Expenses	-5,569	-5,475	-94	-9,885	-10,003	-118 (7, 13)
Reserve Drawdown (Deposit)	458	466	-8	-220	-102	118 (7, 13)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Other Enterprise Functions						
Revenues	\$3,053	\$2,535	\$518 (6)	\$5,954	\$6,232	\$278 (14)
Expenses	-3,500	-3,593	93	-5,002	-5,665	-663 (7, 14)
Reserve Drawdown (Deposit)	447	1,058	-611	-952	-567	385 (7, 14)
Net	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL AUXILIARIES						
Revenues	\$120,117	\$116,279	\$3,838	\$192,466	\$199,341	\$6,875
Expenses	-94,540	-97,739	3,199	-182,379	-196,527	-14,148
Reserve Drawdown (Deposit)	-25,577	-18,540	-7,037	-10,087	-2,814	7,273
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

CAPITAL OUTLAY BUDGET**Educational and General Projects**

1. The project total budget reflects the state's partial (95 percent) appropriation allotment available for fiscal year 2008, including amounts carried forward from fiscal year 2007. The revised annual budget reflects the amount needed to meet the state's 85 percent 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 in anticipation of state funding.
3. The project is complete and will be closed when final payments are processed.
4. This project is complete and will be closed when final payments are processed.
5. This project addresses the improvement of campus heating infrastructure needed to accommodate current and future buildings in the southwest area of campus. The project will be accomplished in multiple phases. Phases I, II, and III have been bid, and construction is underway.
6. The project is complete and will be closed when final payments are processed. The total estimated cost is expected to be \$7.606 million.
7. This Critical Technologies Research Laboratory building project is envisioned to construct a 73,000 gross square foot, state-of-the-art research facility that will support multidisciplinary research. The project utilizes a CM (Construction Manager) at Risk contracting method. Design is underway and a Guaranteed Maximum Price (GMP) contract is targeted for summer 2008.
8. This project is envisioned to construct a 16,300 gross square foot high containment research laboratory facility for the study of infectious diseases. The cost estimate was revised to \$9.3 million, and the University secured a \$2.163 million nongeneral fund administrative increase for the project to support the increased cost. The project is in the planning phase.
9. 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 one central location. The project is in the preliminary programming phase. The annual budget was adjusted to reflect revised cash outflows for fiscal year 2008.
10. This project includes a new 18,000 gross square foot Visitor and Admissions Center at the Prices Fork entrance to the University near the new Alumni Center. The project is in the preliminary programming phase to validate program, size, and budget.
11. This project will construct a 7,500 gross square foot building, sited in a remote area of campus, to provide a central location for the management, storage, and eventual disposal of hazardous materials that are products of the academic program. The project is in the preliminary programming phase.
12. The project envisions construction of the originally designed 1,400 square foot classroom addition at the Hampton Roads Center, which was removed from the 2003 Hampton Roads project due to cost constraints. The bid phase is underway, with the start of construction expected by May.
13. This project encompasses planning of a 91,200 square foot facility on the north side of campus to house dining, student union, and shared instructional space. The project is in the preliminary programming phase.
14. 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. The project is in the preliminary programming phase.
15. This project will implement planning of a 35,000 gross square foot facility to house the public safety programs of the police department, rescue squad, and emergency management. A request for proposals for A/E services has been advertised.
16. 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. A contract for A/E planning services was executed in February.

2002 General Obligation Bond Program

17. Construction is nearing completion, with occupancy expected by March 2008.
18. The project is complete and will be closed when final payments are processed.
19. This project will update out-of-date general assignment classrooms on campus. The renovation work has been scheduled primarily over three summers, with completion expected in fiscal year 2008-09.
20. This project will update the building's power and HVAC infrastructure to support modern instructional technology. Construction is underway, with occupancy expected this summer. The total estimated cost is expected to be \$10.468 million.
21. Construction is substantially complete and the project will be closed when limestone coating is complete and final payments are processed.
22. This project will renovate Henderson Hall to house art programs. Due to a significant overrun on the initial bid, the project was re-bid, resulting in a reduction of the bid overrun and an overall project budget increase of \$2.448 million. The University secured a nongeneral fund administrative increase to support the costs and a notice of award has been issued.
23. This project is envisioned to construct a state-of-the-art performance theatre. The process of selecting an A/E firm for project pre-planning is underway.
24. The project calls for the renovation of Agnew Hall and part of Burruss Hall for improved instructional space. The Burruss Hall component is complete. Bids for Agnew Hall were received in September and the low bid was over budget. The University secured a \$113,261 nongeneral fund administrative increase for the project to cover the bid overrun, and construction is now underway.
25. This project will build a state-of-the-art, multidisciplinary research laboratory. The project is under construction, with an expected occupancy date by January 2009. The annual budget was adjusted to reflect revised cash outflows for fiscal year 2008.

CAPITAL OUTLAY PROJECTS
AUTHORIZED AS OF DECEMBER 31, 2007

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	
<u>Educational and General Projects</u>										
Maintenance Reserve	\$ 8,606	\$ 8,239	\$ 6,838	\$ 16,952	\$ 0	\$ 0	\$ 0	\$ 16,952	\$ 13,009	(1)
Blanket Authorizations	1,300	1,300	0	0	0	4,660	0	4,660	1	(2)
Fisheries and Aquatics Research Center	167	167	137	0	0	870	0	870	840	(3)
Boiler Pollution Controls	449	449	298	3,850	0	0	2,000	5,850	5,699	(4)
Upgrade Campus Heating Plant	15,000	15,000	3,955	17,250	0	2,750	11,500	31,500	6,425	(5)
Surge Space Building	1,204	1,204	426	0	0	0	8,500	8,500	6,828	(6)
Institute for Critical Technology and Applied Science II	1,800	1,800	587	13,519	0	0	17,500	31,019	733	(7)
Infectious Disease Research Facility	150	150	0	3,137	0	6,163	0	9,300	1	(8)
Administrative Services Building	400	100	0	0	0	0	12,000	12,000	0	(9)
New Visitor and Admissions Center	100	100	0	0	0	0	5,250	5,250	0	(10)
Hazardous Waste Facility	200	200	1	3,500	0	0	0	3,500	1	(11)
Hampton Roads Extension Center Classroom	100	300	6	500	0	0	0	500	6	(12)
Planning: Academic and Student Affairs Building	1,200	1,200	1	0	0	0	2,720	2,720	1	(13)
Planning: VBI Addition Facility	1,100	1,100	2	0	0	0	2,400	2,400	2	(14)
Planning: Public Safety Building	0	600	0	0	0	1,600	0	1,600	0	(15)
Planning: Southern Piedmont AREC Laboratory	0	188	0	0	0	375	0	375	0	(16)
TOTAL	31,776	32,096	12,252	58,708	0	16,418	61,870	136,996	33,547	
<u>2002 General Obligation Bond Program</u>										
Life Sciences I	11,304	11,304	4,028	4,987	26,263	0	8,750	40,000	32,725	(17)
Bishop-Favrao Hall	6,137	6,137	4,328	1,048	2,500	6,048	0	9,596	7,489	(18)
Classroom Improvements, Phase I	2,700	2,700	1,907	2,740	4,530	0	0	7,270	5,518	(19)
Cowgill Hall HVAC and Power	9,000	9,000	3,007	3,825	7,500	0	0	11,325	3,814	(20)
Litton-Reaves Hall Exterior Repairs	2,174	2,174	1,271	1,630	2,500	0	0	4,130	3,226	(21)
Henderson Hall	6,000	4,000	52	3,875	6,542	4,683	0	15,100	1,230	(22)
Performing Arts Center	0	0	0	0	0	5,000	58,000	63,000	0	(23)
Agnew & Burruss Hall Renovations	2,200	2,200	1,045	0	4,802	113	0	4,915	3,021	(24)
Inst. for Critical Technology and Applied Science, Ph I	20,000	24,000	13,509	9,994	13,996	6,989	17,000	47,979	31,991	(25)
TOTAL	59,515	61,515	29,147	28,099	68,633	22,833	83,750	203,315	89,015	

CAPITAL OUTLAY BUDGET (continued)**Auxiliary Enterprises Projects**

1. Projects are scheduled and funded by the auxiliary enterprises during the annual Auxiliary Enterprise Budgeting Process. The annual budget reflects a spending performance target of 85 percent. The total project budget was increased by \$261,525 to expedite repairs to the pool pack in McComas Hall.
2. The Smithfield parking lot project is complete, with a cost of \$686,690. Another \$356,000 is expected to be charged to this project for the costs of planning a parking deck and \$1,600,000 has been allocated for construction of a parking lot on Chicken Hill. The annual budget was increased to provide for the Chicken Hill project.
3. The project is essentially complete and will be closed when final payments have been processed, with an expected total cost of \$54.02 million.
4. This project envisions a new residence hall of approximately 256 beds, along with office space for residential services and judicial affairs. The low bid received was over budget and the University secured an \$8 million nongeneral fund administrative increase to cover the bid overrun. Additional debt authority to replace the nongeneral funds temporarily infused in the project is included in the Executive Budget Bill for 2008. Construction is underway.
5. This project will address ongoing facility upgrade and improvement needs in the existing residence and dining system to keep the programs up-to-date with student expectations. Renovations may include the addition of air conditioning, upgrading electrical and infrastructure systems, exterior improvements, and modernization of room arrangements. This authorization will cover design of the planned renovation of East and West Ambler Johnston Hall, which is in preliminary design.
6. This project includes 43,000 gross square feet of new construction to meet the growing demand for increased student counseling and clinical space and additional recreational areas for the growing exercise and sports programs serving the University community. The project is in the early design phase to validate program, size, and budget. Program evaluations indicate a larger scope may be required to fully address the space needs of the Counseling unit and alternative solutions are under consideration.
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.
8. This project was authorized to implement planning and construction of an athletic practice facility next to Cassell Coliseum. A GMP for initial sitework is expected by March, with a desired construction completion date by fall 2009.
9. This project envisions a new residence hall of approximately 250 beds to house students who will be displaced during the upcoming renovation of East and West Ambler Johnston Hall. The project is in preliminary planning.
10. This is the first phase of a repair project to address moisture penetration and structural problems in the exterior walls of McComas Hall. Construction is underway, with completion anticipated in fall 2008.

Capital Outlay Projects Authorized as of December 31, 2007 (Continued)

Dollars in Thousands

	CURRENT YEAR			TOTAL PROJECT						
	ORIGINAL ANNUAL BUDGET	REVISED ANNUAL BUDGET	YTD EXPENSES	STATE SUPPORT	GENERAL OBLIGATION BOND	NONGENERAL FUND	REVENUE BOND	TOTAL BUDGET	CUMULATIVE EXPENSES	
<u>Auxiliary Enterprises Projects</u>										
Maintenance Reserve	\$ 4,800	\$ 4,800	\$ 2,081	\$ 0	\$ 0	\$ 5,897	\$ 0	\$ 5,897	\$ 2,081	(1)
Parking Auxiliary Projects	483	1,571	138	0	0	79	19,505	19,584	741	(2)
Expand Lane Stadium, West Side	2,253	2,253	1,019	0	0	4,962	54,740	59,702	52,786	(3)
New Residence Hall	7,200	7,200	374	0	0	9,088	22,000	31,088	1,342	(4)
Residence and Dining Hall Improvements	1,600	1,600	208	0	0	0	10,000	10,000	209	(5)
Recreational, Counseling, Clinical Space	650	650	25	0	0	0	13,000	13,000	60	(6)
Indoor Athletic Training Facility	0	0	0	0	0	0	25,000	25,000	0	(7)
Basketball Practice Facility Planning	1,750	1,750	367	0	0	10,600	9,400	20,000	367	(8)
New Residence Hall II	100	100	5	0	0	0	27,000	27,000	5	(9)
Repair McComas Hall Exterior Wall Structure, Phase 1	1,000	1,000	93	0	0	0	1,500	1,500	93	(10)
TOTAL	19,837	20,925	4,310	0	0	30,625	182,145	212,771	57,684	
GRAND TOTAL	\$ 111,128	\$ 114,536	\$ 45,709	\$ 86,807	\$ 68,633	\$ 69,877	\$ 327,765	\$ 553,082	\$ 180,246	

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, 2007 through December 31, 2007 and the Capital Outlay report be accepted.

SHORT-TERM COMMERCIAL PAPER FINANCING PROGRAM

Given the magnitude of its anticipated capital improvement program the university desires to obtain a short-term, tax-exempt financing mechanism to provide temporary funding for capital improvements pending the issuance of permanent long-term debt. Such a mechanism would allow the university to aggregate borrowings to achieve economies of scale when seeking permanent financings while allowing the university's cash balances to remain fully invested earning taxable investment returns.

The Virginia Municipal League / Virginia Association of Counties (VML/VACo.) offers such a tax-exempt commercial paper financing program. Under the program, the university would have access to a revolving facility to finance or refinance up to \$50 million for capital projects that have been previously approved for debt financing by either the Board of Visitors or the General Assembly. The program as recommended will comply with the university's debt policy and contains the following structure:

- Issuer: IDA of Stafford County and the City of Staunton, VA
- Maximum Loan Amount: Up to \$50,000,000
- Program Administrator: VML-VACo with maximum program costs of .20%
- Term: 30 day variable rate CP with 20 year program maturity
- Interest Rate: CP should trade slightly below the BMA Index (2007 average of 3.62%) subject to a maximum rate of 10%
- Letter of Credit Provider: Bank of America, N.A. at maximum cost of .18%
- Remarketing Agent: Banc of America Securities at maximum fee of .10%
- Security: Subordinated general revenue pledge of the university
- Borrower's Counsel: Troutman Sanders, LLP

The proposed resolution authorizes the issuance of up to \$50 million of tax-exempt short-term financing through the VML/VACo commercial paper program for capital projects previously authorized for debt financing. The resolution identifies and authorizes (1) the Vice President for Finance and CFO, and (2) the University Treasurer to approve, execute and deliver the loan documents and any other documents deemed necessary to consummate the financings for the program, and to further delegate those duties needed to facilitate the draws, distributions and requisitions of funds.

**RESOLUTION OF THE BOARD OF VISITORS OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

FINANCING AUTHORIZATION FOR COMMERCIAL PAPER PROGRAM

WHEREAS, the Board of Visitors of Virginia Polytechnic Institute and State University (the “Board”) desires to authorize the financing or refinancing of certain duly approved and authorized capital improvement projects (“Projects”) of Virginia Polytechnic Institute and State University (the “Institution”) through the Virginia Municipal League / Virginia Association of Counties Commercial Paper Finance Program (the “Program”), subject to the Board-imposed limitation that the Institution will maintain no more than \$50,000,000 of financing or refinancing through the Program at any time (the “Program Limitation”);

WHEREAS, pursuant to the Program, the Industrial Development Authority of the County of Stafford and the City of Staunton, Virginia (the “Authority”), a political subdivision duly organized and existing under the Constitution and laws of the Commonwealth of Virginia, including the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2 of the Code of Virginia of 1950 (the “Act”), is authorized to issue its Variable Rate Demand Revenue Bonds (VML/VACo Commercial Paper Program) (the “Bonds”), and to loan the proceeds thereof to governmental entities and political subdivisions of the Commonwealth of Virginia, including the Institution, in order to finance or refinance qualifying projects undertaken by or on behalf of such entities, all in the furtherance of the purposes of the Act and the Program;

WHEREAS, in order for the Institution to finance or refinance Projects through the Program, it will be necessary for the Institution to enter into a Loan Agreement (a “Loan Agreement”) with the Authority and, to the extent required, execute and deliver to the Authority and/or the letter of credit provider for the Bonds or trustee with respect to the Bonds, certain other ancillary instruments and documents, including, without limitation, a tax agreement or certificate (collectively, the “Loan Documents”);

WHEREAS, pursuant to the Loan Agreement, (a) the Authority will agree to make available to the Institution the proceeds received from the issuance of the Bonds (the “Loan”) and (b) the Institution will agree to (i) use the proceeds received from the Authority to finance or refinance the Projects in an aggregate outstanding loan amount that does not exceed the Program Limitation and (ii) make payments under the Loan Agreement solely by means of a pledge of its general revenues, including, without limitation, total gross university sponsored overhead, unrestricted endowment income, tuition and fees, indirect cost recoveries, auxiliary enterprise revenues, general and non-general fund appropriations and other revenues not (x) required by law or by previous binding contract to be devoted to some other purpose, (y) restricted by a gift instrument for another purpose or (z) excluded from such pledge as provided in the Loan Agreement (collectively, the “Pledged General Revenues”);

WHEREAS, the Institution now proposes to authorize the execution and delivery of the Loan Documents for the purpose of financing or refinancing, from a portion of the proceeds of the Bonds, all or a portion of the costs of design, planning, testing, feasibility studies, site preparation, construction, renovation, equipping, improvements and/or property acquisitions under Projects approved for debt financings by the Board or the General Assembly from time to time, in an aggregate outstanding loan amount that does not exceed the Program Limitation; and

WHEREAS, it is the desire of the Board to delegate to certain Authorized Officers (as hereinafter defined) of the Institution the authority to approve, on behalf of the Board, the forms of the Loan Documents and, further, to authorize such Authorized Officers of the Institution to execute, deliver and issue in the name of and on behalf of the Institution, the Loan Documents and any and all other documents necessary or desirable to effectuate the financing or refinancing of all or a portion of the costs of the Projects through the Program, in an aggregate outstanding loan amount that does not exceed the Program Limitation;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF VISITORS OF VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY:

Section 1. Any Project individually approved for the issuance of debt financing by the Board or the General Assembly of the Commonwealth of Virginia from time to time may be financed or refinanced through the Program, so long as the aggregate outstanding loan amount does not exceed the Program Limitation.

Section 2. Subject to Section 3 below, the Vice President for Finance and Chief Financial Officer and the University Treasurer of the Institution (the “Authorized Officers”) are each hereby individually delegated and invested with full power and authority to (a) approve the forms of the Loan Documents, including, without limitation, the extent of the pledge of the Institution’s Pledged General Revenues described therein, (b) execute, deliver and issue, on behalf of the Board, the Loan Documents and any and all other documents, instruments or certificates as may be deemed necessary or desirable to consummate the financing or refinancing of all or a portion of the costs of the Projects to be included in the Program, the design, planning, testing, feasibility studies, site preparation, construction, renovation, equipping, improvements and/or property acquisitions of such Projects and the Institution’s participation in the Program, and to further carry out the purposes and intent of this Resolution, and (c) appoint designees to adjust Program draw request amounts (subject to the Program Limitation) and draw schedules and to execute requisitions and any other documents that may be required by the Authority to carry out the distribution of funds pursuant to the Loan Documents, and to sign and deliver to the Trustee under the Loan Agreement one or more certificates with respect to such appointments. The Authorized Officers are directed to take such steps and deliver such certificates prior to the delivery of the Loan Documents as may be required under existing obligations of the Institution, including bond resolutions relating to the Institution’s outstanding general revenue pledge bonds.

Section 3. The approval of the terms and conditions of the Loan Documents shall be evidenced conclusively by the execution and delivery thereof by an Authorized Officer; provided, however, that (a) the pledge of the Institution's Pledged General Revenues, as described in the Loan Agreement, shall remain expressly subordinate to any other existing or future pledge by the Institution of its general revenues, (b) neither the principal amount allocable to each Project to be financed pursuant to the Loan Agreement, nor the total principal amount allocable to all of the Projects taken as a whole, shall exceed the amount authorized from time to time in accordance with Virginia law for such purposes, and (c) the Loan shall bear interest at rates equal to the then current interest rates on the related Bonds from time to time (which rates are subject to a 10% per annum maximum, unless there has been a failed remarketing, termination of the Letter of Credit or default, in which case the applicable rate could rise to as much as the then-current bank prime rate plus 3.5%), plus letter of credit, program and remarketing fees in the aggregate not to exceed 0.48% per annum, plus first year issuance/underwriting fees of 0.05% bps.

Section 4. The Board acknowledges, on behalf of the Institution, that if the Institution fails to make any payments of debt service due under the Loan Agreement, or upon the occurrence of any other default or event of default under any of the Loan Documents, the Authority may, directly or via the trustee for the Bonds, exercise any and all remedies available under the Loan Agreement and applicable law against the Institution.

Section 5. This resolution shall take effect immediately upon its adoption.

RECOMMENDATION:

That the above resolution authorizing the financing of approved capital projects through the VML/VACo commercial paper program and naming the Vice President for Finance and CFO and the University Treasurer as Authorized Officers be approved.

March 31, 2008

RESOLUTION

DISTRIBUTION AND MANAGEMENT OF BEQUESTS FROM DR. TYLER J. YOUNG '34,'38 AND MRS. FRANCES FARR YOUNG

WHEREAS alumnus Dr. Tyler J. Young (B.S. 1934, M.S. 1938) tirelessly supported animal welfare as a veterinarian, educator, volunteer, and philanthropist through his Kingsport, Tennessee practice, his adjunct faculty appointment at Auburn University, and many professional activities; and

WHEREAS his wife, Frances Farr Young, shared her husband's love of animals, working beside him throughout their 53 year marriage in his practice, as a volunteer in numerous veterinary auxiliary organizations, and as a philanthropist, and continuing her efforts after his 1996 passing until her own in 2004; and

WHEREAS both Dr. Young and Mrs. Young made a gift in their wills of fifty percent (50%) of the residue of their respective estates to support Virginia-Maryland Regional College of Veterinary Medicine ("the College"); and

WHEREAS Dr. Young's will provided that the gift from his estate is to be used to support a chair in bacteriology in the College and scholarships for veterinary students from Virginia; and

WHEREAS Mrs. Young's will provided that the gift from her estate is to be used to support a chair in bacteriology in the College and scholarships for veterinary students with no mention of geographic restriction; and

WHEREAS both wills provide that the amounts to be designated to each specified use are to be recommended by a committee composed of the university's President and the College's Dean and approved by a majority vote of the university's Board of Visitors; and

WHEREAS both wills further provide that the procedure for determining the recipients of these funds and the amounts to be awarded shall be established by the university's Board of Visitors; and

WHEREAS Mrs. Young's will directs that funds established with gifts from her estate shall bear the name "Dr. and Mrs. Tyler J. Young Fund;" and

WHEREAS Dr. Young and Mrs. Young executed an October 17, 1994 endowed funds agreement, as amended, with the Virginia Tech Foundation providing additional details regarding how these gifts were to be administered; and

WHEREAS Dr. Young's estate has already distributed \$1,427,859.57, with further distributions expected; and

WHEREAS Mrs. Young's estate has already distributed \$2,936,187.61, with further distributions expected; and

WHEREAS the committee of the university's President and the College's Dean has convened and prepared recommendations for the Board's approval;

NOW THEREFORE BE IT RESOLVED, that the Board adopts the committee's recommendation that the entire distribution from Dr. Young's estate and any future distributions, and \$72,140.43 from Mrs. Young's estate be used to endow a chair in bacteriology, providing for total distributions for the support of a chair in bacteriology in an amount currently estimated to be \$1,500,000; and

BE IT FURTHER RESOLVED that the Board adopts the committee's recommendation that the remainder of Mrs. Young's estate and any future distributions be used to endow scholarships for veterinary students without regard to geographic restriction, providing a distribution of an amount currently estimated to be \$2,864,047; and

BE IT FURTHER RESOLVED that these estate distributions shall be held, endowed and administered in one or more accounts in the Virginia Tech Foundation, as it may determine in its discretion, with each such account named after both Dr. Tyler J. Young and Mrs. Francis F. Young; and

BE IT FURTHER RESOLVED that the Board directs that the policies and procedures for determining the amounts to be awarded and selecting the scholarship recipients and the appointment and funding of the chair in bacteriology in the College shall be those applicable policies and procedures of Virginia Tech and the Virginia Tech Foundation, as such policies and procedures may be amended over time, and as further amplified by the October 17, 1994 endowed funds agreement, as amended, between the Virginia Tech Foundation, Dr. Tyler J. Young, and Mrs. Francis F. Young, and Dr. and Mrs. Young's respective wills.

RECOMMENDATION:

That the above resolution regarding the distribution and management of bequests from Dr. Tyler J. Young and Mrs. Frances Farr Young be approved.

March 31, 2008

Resolutions Related to University Reorganization

Mr. James A. Hyatt, Executive Vice President and Chief Operating Officer, retired from the University in January, 2008. In an effort to streamline the management team and, in light of the recent budget reductions, to place special focus on resource management, there are no immediate plans to fill the executive vice president position. In a special meeting held on December 12, 2007, the Executive Committee of the Board of Visitors, on behalf of the full Board, delegated to the President of the University all authorities previously granted by the Board to the Executive Vice President and Chief Operating Officer, or to Mr. Hyatt by name.

Additionally, at the December meeting the Executive Committee authorized the President of the University to further delegate those authorities to other university officials or appoint university officials to relevant positions on boards and commissions, as he determines appropriate.

The Finance and Audit Committee of the Board of Visitors will review for approval and recommendation to the full Board for its approval two resolutions which (1) further delegate several authorities and responsibilities, and (2) appoint University Commissioners to the Hotel Roanoke Conference Center Commission.

Resolution to Delegate Authorities and Responsibilities

WHEREAS, the By-laws of the Virginia Tech Board of Visitors stipulate that the Executive Committee of the Board, in the interim between meetings of the full Board, has full power to take actions on behalf of the Board, and that all actions taken by the Executive Committee are subject to ratification by the full Board at its next meeting; and,

WHEREAS, in its special meeting on December 12, 2007, the Executive Committee of the Board of Visitors, on behalf of the full Board, delegated to the President of the University all authorities previously granted by the Board to the Executive Vice President and Chief Operating Officer or to James A. Hyatt; and,

WHEREAS, it was further resolved that the President of the University may further delegate those authorities to other university officials or appoint university officials to relevant positions on boards and commission, as he determines appropriate;

NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors ratifies the action taken by the Executive Committee at its December 12, 2007 meeting; and,

BE IT FURTHER RESOLVED that the Board of Visitors (1) authorizes the President of the University as the Chief Contracting Officer and further authorizes the President to delegate contract signature authority to other university employees as appropriate; and (2) delegates to the President or his designee the responsibility for University restructuring in the Management Agreement negotiated with the Commonwealth; and,

BE IT FURTHER RESOLVED that the Board of Visitors delegates to the Chief Financial Officer the following responsibilities: (1) Authority to administer the University's retirement programs, including the optional retirement plan and executive compensation program, and the Cash Match Program; (2) Authority as signatory to borrow through the Master Equipment Lease Program (MELP) and vendor-financed program up to \$5 million; (3) Authority to sign bank documents; (4) Responsibility for the annual review of affiliated corporations as outlined in the Board of Visitors Bylaws; and (5) Authority as back-up signatory on multiple real estate and capital outlay resolutions approved by the Board of Visitors Buildings and Grounds Committee and naming the Vice President for Business Affairs/Vice President for Administrative Services as the signatory; and,

BE IT FURTHER RESOLVED that the Board of Visitors delegates to the Chief Financial Officer the position as Ex-Officio, non-voting member of the Virginia Bioinformatics Institute Policy Advisory Board; and,

BE IT FURTHER RESOLVED that the Board of Visitors approves the delegation of oversight for the University Internal Audit Department to the Chief Financial Officer and further approves an update to the University Audit Charter so reflecting this change; and,

BE IT FURTHER RESOLVED that the Vice President for Administrative Services and the Chief Financial Officer be authorized to sign real estate and capital outlay resolutions previously authorized by the Board of Visitors granting authority to the Vice President for Business Affairs, Vice President for Administration or Executive Vice President and Chief Operating Officer; and,

BE IT FURTHER RESOLVED that the Board of Visitors authorizes the Associate Vice President for Human Resources the responsibility to hear faculty grievances filed by any faculty members reporting through a Vice President to the President as the Step 4 Administrator in accordance with the *University's Formal Grievance Procedure*, as outlined in the Faculty Handbook, 3.11.4; and,

BE IT FURTHER RESOLVED that, the Board of Visitors authorizes the Associate Vice President for Human Resources to approve removals for just cause for all faculty members reporting through a Vice President to the President in accordance with the Faculty Handbook, 3.6; and,

BE IT FURTHER RESOLVED that, the Board of Visitors authorizes the Senior Vice President and Provost to approve all conflict of interest disclosures, hear all conflict of interest appeals, and ensure compliance with conflict of interest implementation.

RECOMMENDATION:

That the proposed resolution delegating authorities and responsibilities as outlined above be approved.

March 31, 2008

RESOLUTION TO APPOINT UNIVERSITY COMMISSIONERS TO THE HOTEL ROANOKE CONFERENCE CENTER COMMISSION

WHEREAS, the Virginia General Assembly approved legislation known as the “Hotel Roanoke Conference Center Commission Act” to provide for the establishment of a conference center commission; and

WHEREAS, the Act provides for the appointment of three commissioners each from the City of Roanoke and from Virginia Polytechnic Institute and State University; and,

WHEREAS, the Act provides that the commissioner appointments be staggered; and,

WHEREAS, the terms of the appointments shall be four years, and shall end on June 30 of the respective year; and,

WHEREAS, pursuant to the Act, the Board of Visitors of Virginia Polytechnic Institute and State University confirms or reappoints the following as commissioners:

- Vice President for Outreach and International Affairs, Virginia Tech June 30, 2010
- Chief Operating Officer and Secretary-Treasurer of the Virginia Tech Foundation, Inc. June 30, 2011
- Chief Financial Officer, Virginia Tech June 30, 2012

NOW, THEREFORE, BE IT RESOLVED that the three commissioners representing Virginia Polytechnic Institute and State University shall be the Vice President for Outreach and International Affairs of Virginia Tech, the Chief Operating Officer and Secretary-Treasurer of the Virginia Tech Foundation, and the Chief Financial Officer of Virginia Tech; and that the terms of appointments shall continue effective with the approval of this resolution.

RECOMMENDATION

That the above resolution of the appointments of the Vice President for Outreach and International Affairs of Virginia Tech, the Chief Operating Officer and Secretary-Treasurer of the Virginia Tech Foundation, and the Chief Financial Officer of Virginia Tech as the university’s representatives on the Hotel Roanoke Conference Center Commission be approved.

March 31, 2008

Board of Visitors
Committee on Research
Minutes
4:15-5:45 p.m. – Smithfield Conference Room
The Inn at Virginia Tech and Skelton Conference Center
March 30, 2008

Committee Members Present: Mr. Ben Davenport, Chair, Mr. Jake Lutz, Mr. Michael Anzilotti, Ms. Sandy Lowe, and Mr. Philip Thompson.

Committee Members Absent: Mr. John Lawson

Other Attendees: Dr. Charles Steger, Dr. Mark McNamee, Honorable Aneesh Chopra, Dr. Bob Walters, Mr. Dwight Shelton, Mr. Erv Blythe, Mr. Rodd Hall, Dr. Jim Bohland, Mr. Mark Coburn, Ms. Shelly Duke, Mr. George Nolen, Ms. Susan Trulove, Mr. Ryan Smith, Ms. Lori Wagner, Mr. Jim Severt, Mr. J. R. Smith, Ms. Beverly Dalton, Mr. Ralph Byers, and Ms. Debbie Nester

Opening Remarks and Approval of November 11, 2007 Minutes: Chairman Davenport thanked everyone for their attendance. The minutes were approved as written.

Welcoming Comments from Dr. Steger: Dr. Steger welcomed Secretary Chopra to the meeting and noted that he was anxious to hear his comments on university-related economic development from the commonwealth's perspective.

Resolution for the Approval of Appointments to the Virginia Center for Coal and Energy Research: Dr. Walters presented the resolution for the Virginia Center for Coal and Energy Research and reported that the Board of Visitors has the authority and responsibility to appoint members to the center's Advisory Board. Members recommended by Dr. Walters for continuing service were Mr. W. L. "Larry" Blanchfield, Mr. Bennett K. "Ben" Hatfield, Mr. George A. Mason, Jr. and Mr. Barry L. Thomas. Mr. Kevin Wall was nominated as a new member to the Center's Board. Dr. Walters reported that all of them have distinguished careers in energy or in environmental policy areas. If confirmed by the Board of Visitors, Mr. Larry Blanchfield, Mr. Ben Hatfield, Mr. George Mason, and Mr. Kevin F. Wall will serve through 2012 and Mr. Barry L. Thomas through 2011. A motion was made and seconded to recommend this slate of individuals for approval by the Board of Visitors. The motion passed unanimously.

Industry Sponsored R&D: Chairman Davenport said that it is a real honor to have Secretary Chopra with us, saying that he has brought enthusiasm to the technology area in state government and that his enthusiasm is contagious.

Honorable Aneesh P. Chopra, Secretary of Technology for the State of Virginia thanked Chairman Davenport for his introductory comments.

Secretary Chopra's presentation was titled "The Innovation Imperative." He said that this topic is critical to the current administration and that he was pleased to have the opportunity to present it to the University's Board of Visitors.

The Secretary presented several statistics that showed the success that the thriving technology sector has played in the state's economic competitiveness:

- Virginia has the highest concentration of technology workers in the nation
- Virginia had the sixth lowest unemployment rate in the nation as of 7/1/2007 (3.1%).
- During the Kaine administration, 44,329 new jobs have been formed and there has been \$5.9 billion of new investment in the state.
- For fiscal year 2007 32% of all new jobs in the states were created in the technology sector
- Wages in the technology sector represent 29% of all Virginia salaries
- Virginia ranks first among all states in the number of fastest growing firms, fifth in workforce education, eighth in the number of IPOs and in the number of scientists and engineers, and ninth in the amount of technology in schools.

Despite these positive statistics, the technology firms are highly concentrated in the area with high educational attainment, leaving many communities behind. Also, in several indices of economic strength Virginia ranked poorly: 18th in industry investment in R&D; 26th in the number of patents; 35th in the number of inventor patents and 47th in the amount of entrepreneurial activity.

Secretary Chopra praised Virginia Tech and the University of Virginia in helping the state attract Rolls Royce to locate a manufacturing plant in the state of Virginia. He said that the research and development capabilities of those universities were key to the deal.

Regarding technology transferred by universities into the private sector, Secretary Chopra was concerned. He said that in the 18 key segments of the information technology expansion, 12 universities were key players, four of them from California and none from Virginia. He praised the efforts that have led universities to almost achieve the \$1 billion goal of research expenditures by 2010 set by the Warner administration, and said that the goal had thus been raised to \$1.2 billion. However he also noted that the industry R&D at universities had fallen from \$52M in 2002 to \$40M in 2006. He also said that the average size of university licensing income transactions was \$75,000 in Virginia compared to \$875 in Massachusetts and \$745 in California.

Finally, he reported on the 2009-2010 Competitive Research Budget package, noting that the emphasis would be on energy, life sciences and technology with specific work in these areas entailing the use of nanotechnology and modeling/simulation.

He ended his presentation with three key policy questions:

- Should Virginia launch a proof of concept center (like the ones at MIT and University of California – San Diego)?
- Should Virginia establish an industry concierge service like the one at the University of Minnesota.
- Should Virginia colleges and universities work to simplify intellectual property negotiations as has been done at the University of California – Berkeley? Specifically should the universities use the new Turbonegotiator process that already has 45 university members.

Mr. Davenport thanked Secretary Chopra for his presentation.

Research Institute Productivity: Dr. Walters introduced Rodd Hall, Associate Vice President for Research. He has a long history with Virginia Tech dating back to the late 1980's and Dr. Walters said that he is fortunate to have him on his staff.

Mr. Hall presented the work he has recently refined regarding computation of Return on Investment for University (ROI) initiatives. He first noted, that Virginia Tech management, ROI had a much different meaning than it did for a for-profit corporation. The definition at the University has been the dollars of sponsored programs generated divided by the operating investment made by the university on an annual basis. He said that the goal was to produce an easy to understand format, use the existing accounting system numbers when possible, and to slice the accounting system data in different ways to understand the productivity of initiatives that do not fit into a cookie-cutter methodology. After reviewing current methods of measuring the ROI for units that are segregated in the accounting system, he discussed the more complex process of measuring the marginal benefit provided by what are referred to as the "investment-based" institutes, three of which were formed in the early 2000's: the Institute for Critical Technology & Applied Sciences (ICTAS), Institute for Biomedical and Public Health Sciences (IBPHS), and Institute for Society, Culture, & the Environment (ISCE). For these entities, money is invested into the college financial structure and returns are embedded in the totals for colleges. In this process, partial credit for individual projects is awarded to the institutes. He reviewed four specific types of investments that an institute might make and noted how each was counted toward the institute's productivity measures. This does not take away productivity from the colleges, it simply slices credit for the productivity in a different manner.

Mr. Nolen asked why the ROI measures did not take into account total investments, not just operating investments. Mr. Hall noted that for a not-for-profit organization, determining amortized investments down to the unit level is problematic. Mr. Hall agreed to look at the fully-allocated cost ROI concept in further detail.

Closed Session

Chairman Davenport asked for a motion to adjourn to closed session under the Code of Virginia, Section 2.2-37.11.5, to discuss a prospective business where no previous public

announcement had been made. The motion was affirmed, seconded and passed unanimously.

Chairman Davenport asked for a motion to adjourn the closed session which was affirmed, seconded and passed unanimously.

Adjournment: There being no further business, Mr. Davenport adjourned the meeting at 6:00 p.m.

RESOLUTION FOR THE APPROVAL OF APPOINTMENTS TO THE VIRGINIA COAL AND ENERGY RESEARCH

The Virginia Coal and Energy Research and Development Advisory Committee was established in 1977 by the enabling legislation for the Virginia Center for Coal and Energy Research. The charter for the Center requires approval by the Board of Visitors for new appointments and changes in the membership of the Advisory Committee.

Proposed continuing members are Mr. W. L. "Larry" Blanchfield, Mr. Bennett K. "Ben" Hatfield, Mr. George A. Mason, Jr., and Mr. Barry L. Thomas and a proposed new member is Mr. Kevin F. Wall.

Mr. Blanchfield worked for over 21 years for Newport News Shipbuilding, ending his career in 2001 as Coordinator of Energy & Solid Waste Management at Newport News Shipbuilding. In this capacity, his responsibilities included energy conservation and load management. Electrical regulatory activities and electrical legislative, technical issues have been included as a function of this position. Prior to this position, he was a project supervisor for the West Virginia Department of Highways.

Mr. Hatfield is the President and Chief Executive Officer of International Coal Group, Inc. ICG is a leading producer of coal in Northern and Central Appalachia and the Illinois Basin with twelve active mining complexes located in Illinois, Kentucky, West Virginia, and Maryland. Prior to this position, he was the President of Eastern Operations with Arch Coal. Mr. Hatfield is a Licensed Professional Engineer in both Kentucky and West Virginia.

Mr. Mason is the principal of Al George Mason, Jr., PSC, a law firm located in Lexington, KY specializing in representing companies & individuals who want to develop oil, gas, coal and coalbed methane (CBM) properties. Based on his extensive experience he advises clients of the actual and potential impact on operations from energy, environmental and tax initiatives. Before entering law school, he served active duty tours with the U.S. Army Special Forces and the 101st Airborne Division. He retired from the U.S. Army Reserve with the rank of Colonel. Mr. Mason is a Trustee and a member of the Executive Committee of the Energy & Mineral Law Foundation and a member of the American Association of Professional Landmen and the Appalachian Association of Professional Landmen.

Mr. Thomas is Appalachian Power Company's Director of Regulatory Services for Virginia and Tennessee. In this capacity, he deals primarily with AEP's regulatory initiatives in both Virginia and Tennessee and assists with the company's legislative and public policy issues as they may relate to industry restructuring and associated regulatory matters. Mr. Thomas is a board member for the VA Council on Economic Education.

Mr. Wall is Vice-President & Chief Engineer of Natural Resource Partners Limited Partnership (NRP), which is a publicly traded Master Limited Partnership formed by Western Pocahontas Properties Limited Partnership (WPP) and Arch Coal. He was actively involved in the formation of NRP. In his current position his duties consist of managing the staff of regional managers in the Huntington, WV office and participating in acquisition due diligence. Mr. Wall is a Registered Professional Engineer in West Virginia.

RECOMMENDATION:

That Mr. W. L. "Larry" Blanchfield, Mr. Bennett K. "Ben" Hatfield, and Mr. George A. Mason, Jr. be reappointed through 2012 and Mr. Barry L. Thomas be reappointed through 2011 and that Mr. Kevin F. Wall be appointed as a new member of the Advisory Committee for 2008-2012.

March 31, 2008

Minutes

**STUDENT AFFAIRS AND ATHLETICS COMMITTEE
AND SELECTION COMMITTEE FOR THE
2008-2009 STUDENT REPRESENTATIVES TO THE
VIRGINIA TECH BOARD OF VISITORS**

**The Inn at Virginia Tech and Skelton Conference Center
Smithfield Room**

**March 31, 2008
8:30 a.m.**

PRESENT: Mr. Jacob Lutz, III, Rector
Mr. Michael Anzilotti, Chair
Mr. Bruce Holland
Dr. Lori Wagner
Mr. Ryan Smith
Mr. Brennan Shepard

GUESTS: Ms. Linsey Barker, Mr. James Freeman, Ms. Arlane Gordon-Bray, Ms. Kimberly Haines, Mr. Chris Helms, Dr. Zenobia Hikes, Ms. Ingrid Ngai, Ms. Donna Sanzenbach, Mr. Stephen Smith, Ms. Lynsey Stuart

1. **Opening remarks and approval of November 12, 2007, minutes.** Mr. Michael Anzilotti, Chair, provided opening remarks and submitted the minutes of the November 12 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. Chris Helms, Director of Student Athlete Academic Support Services, substituting for Mr. Jim Weaver, Director of Athletics, provided the quarterly report on the Athletic Department. He briefed the committee on the academic success of the student athletes. In Fall Semester 2007 there were a total of 486 student athletes on team rosters. Of that total, 41 percent maintained a cumulative GPA of 3.0 or greater; 40 percent achieved a semester GPA of 3.0 or greater; 30 percent made the Dean's List; 20 student athletes earned a semester GPA of 4.0; the average team cumulative GPA is 3.04; the average team semester GPA is 2.95; 10 teams achieved a semester GPA of 3.0 or greater; 13 teams maintained a cumulative GPA of 3.0 or greater. The student athlete graduation rate for this year is 76 percent; the undergraduate rate for the student body is 79 percent. Virginia Tech is tied for third in student athlete graduation rate in the Atlantic Coast Conference. In the last seven years, 18 Virginia Tech athletes have been Academic All Americans, with seven of these in the last two years. Graduation rates for NCAA athletes are available on the NCAA

website at www.ncaa.org. The Rector asked Mr. Helms to forward these athletic statistics to the committee and the President's Office.

3. **Move to Closed Session to Select 2008-2009 Student Representatives to the Board of Visitors.** Mr. Michael Anzilotti moved that the Selection Committee of the Board of Visitors convene in a closed session pursuant to Section 2.2-3711(A), Subsection 1, Code of Virginia, as amended for the purpose of interviewing and selecting the Undergraduate and Graduate Student Representatives to the Virginia Tech Board of Visitors for 2008-2009. The motion was seconded and passed unanimously.

4. **Move to Return to Open Session**

Following the closed session, Mr. Michael Anzilotti, made the following motion as written:

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 2.2-3712.1 of the Code of Virginia requires a certification by the Board of Visitors that such closed meeting was conducted in conformity with Virginia law;

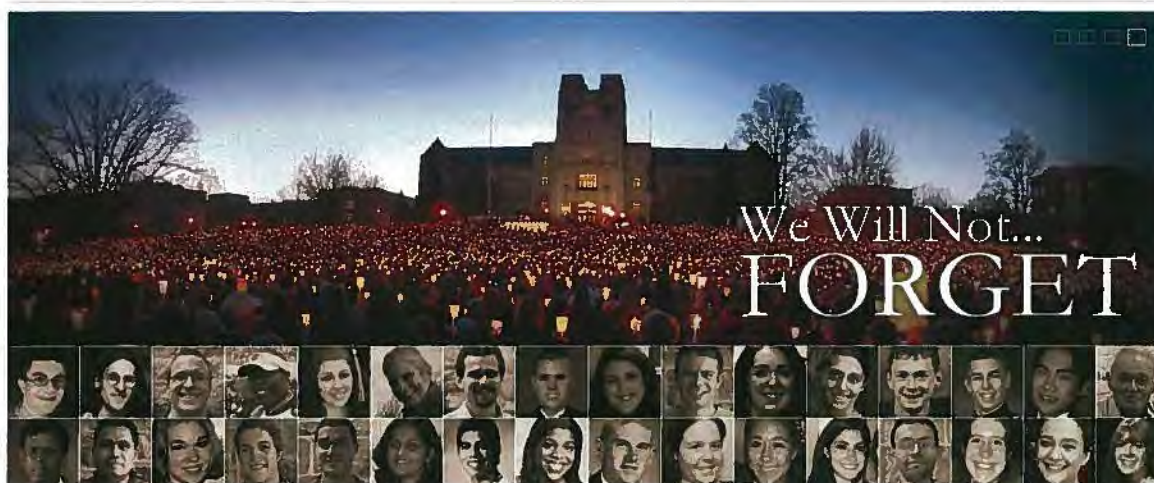
NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors of Virginia Polytechnic Institute and State University hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed 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 and passed unanimously.

Following closed session, it was announced that the committee recommends to the full Board the ratification of the selection of Ms. Arlane Gordon-Bray as the undergraduate student representative, and Ms. Linsey Barker as the graduate student representative to the Board of Visitors for 2008-2009.

5. **Adjournment**

There being no further business, the meeting adjourned at 11:55 a.m.

APRIL 16, 2008

[HOME](#)[BIOGRAPHIES](#)[SCHEDULE OF EVENTS](#)[NEWS](#)[FAQ](#)[CONTACT US](#)

A Day of Remembrance

On this day, the Virginia Tech community reflects on the vibrant lives of the 32 students and faculty who were tragically taken from us a year ago. Through light, art, and music we pay tribute to each and every person we lost. We gather to honor our friends, colleagues, and family members. We will never forget.

[More about A Day of Remembrance](#)

Schedule of Events

- 10:30 a.m. — University Commemoration
Drillfield (rain or shine)
- 12-5 p.m. — Expressions of Remembrance
Various locations
- 7:45 p.m. — Candlelight Vigil
Drillfield (rain or shine)

[See Details and Related Events](#)

News

March 24 — April 16 photo exhibition focuses on community support

March 19 — Town hall meeting covers progress on university initiatives following April 16 tragedy

[More Remembrance News](#)

[Media Info and Guidelines](#)

We Remember

Ross A. Alameddine
 Christopher James Bishop
 Brian R. Bluhm
 Ryan Christopher Clark
 Austin Michelle Cloyd
 Jocelyne Couture-Nowak
 Daniel Alejandro Perez Cueva
 Kevin P. Granata
 Matthew Gregory Gwaltney
 Caitlin Millar Hammaren
 Jeremy Michael Herbstritt
 Rachael Elizabeth Hill
 Emily Jane Hilscher
 Jarrett Lee Lane
 Matthew Joseph La Porte
 Henry J. Lee
 Liviu Librescu
 G.V. Loganathan
 Partahl Mamora Halomoan Lumbantoruan
 Lauren Ashley McCain
 Daniel Patrick O'Neil
 Juan Ramon Ortiz-Ortiz
 Minal Hiralal Panchal
 Erin Nicole Peterson

CURRENT STUDENTS, FACULTY, & STAFF

Classes canceled; university open April 16; see employee participation guidelines

[Counseling for students](#)

ALUMNI, VISITORS & COMMUNITY FRIENDS

[Parking & shuttle services \(coming soon\)](#)

[Accessibility and access \(coming soon\)](#)

MEDIA & MEMBERS OF THE PRESS

[Credentials sign-up form](#)

[Guidelines & parking](#)

[University Relations](#)

Attachment T

Counseling for faculty/staff
Preparing for the media
Remember & Respect
(coming soon)

Related Links

'We Remember' website
Office of Recovery and Support
Multimedia Archive
University Relations

The April 16 Archive
VT-ENGAGE
Legacy.com Guest Book
Counseling Resources for
Students and Faculty
Counseling for students
Counseling for faculty/staff

Michael Steven Pohle, Jr.
Julia Kathleen Pryde
Mary Karen Read
Reema Joseph Samaha
Waleed Mohamed Shaalan
Leslie Geraldine Sherman
Maxine Shelly Turner
Nicole Regina White



© 2008 Virginia Polytechnic Institute and State University

APRIL 16, 2008

[HOME](#)[BIOGRAPHIES](#)[SCHEDULE OF EVENTS](#)[NEWS](#)[FAQ](#)[CONTACT US](#)

Schedule of Events

Official Events

Wednesday, April 16

10:30 a.m. to noon | University Commemoration

Drillfield (rain or shine)

Virginia Tech President Charles W. Steger will open the event and welcome those assembled. The names of the 32 students and faculty who lost their lives one year ago and a few words about the special qualities of each person will be read aloud. Governor Tim Kaine will close the program with special comments.

Sundown (approximately 7:45 p.m.) | Candlelight Vigil

Drillfield (rain or shine)

Organized by Virginia Tech students, the vigil will begin using a ceremonial candle at the university memorial site that will burn during the entire day.

Expressions of Remembrance

Wednesday, April 16

10 a.m. to 10 p.m. | Art Exhibit

Perspectives Gallery, Squires Student Center

Exhibit: "April 16: Remembrance, Recognition and Healing"

7 a.m. to Midnight | Meditation

Jamestown Room, Squires Student Center

10 a.m. to 11:30 p.m. | BreakZONE

Squires Student Center

Free admission all day.

Noon to 3 p.m. | Dance/Performance

Commonwealth Ballroom

Stage available for group singing or dance performance; sign-up on site.

Noon to 5 p.m. | Remembering Through Art Creation

Old Dominion Ballroom

Express your thoughts and feelings through creating art in various mediums.

Noon to 8 p.m. | Reflection and Music

We Remember

Ross A. Alameddine
 Christopher James Bishop
 Brian R. Bluhm
 Ryan Christopher Clark
 Austin Michelle Cloyd
 Jocelyne Couture-Nowak
 Daniel Alejandro Perez Cueva
 Kevin P. Granata
 Matthew Gregory Gwaltney
 Caitlin Miller Hammaren
 Jeremy Michael Herbstritt
 Rachael Elizabeth Hill
 Emily Jane Hilscher
 Jarrett Lee Lane
 Matthew Joseph La Porte
 Henry J. Lee
 Liviu Librescu
 G.V. Loganathan
 Partahi Mamora Halomoan
 Lumbantoruan
 Lauren Ashley McCain
 Daniel Patrick O'Neil
 Juan Ramon Ortiz-Ortiz
 Minal Hiralal Panchai
 Erin Nicole Peterson
 Michael Steven Pohle, Jr.
 Julia Kathleen Pryde
 Mary Karen Read
 Reema Joseph Samaha
 Waleed Mohamed Shaalan
 Leslie Geraldine Sherman
 Maxine Shelly Turner
 Nicole Regina White

War Memorial Chapel

Musicians will be providing music in order to create a space for reflection and remembrance.

1 p.m. to 3 p.m. | Memorial Planting: Hahn Horticulture Gardens Meadow Garden

Peggy Lee Hahn Garden Pavilion, West Patio

Tools and instruction will be provided.

1 p.m. to 4 p.m. | Chess for Fun

Brush Mountain Room – Squires Student Center

Come by for a relaxing time playing and/or learning chess. All skill and experience levels welcome.

1 p.m. to 4 p.m. | Opportunity to share poetry, individual song, or writings

Deet's Coffee Shop

Opportunity to share poetry, individual song, or writings; sign-up on site.

3 p.m. | Virginia Tech Softball vs. Liberty

Tech Softball Park

Having been one of the first teams to return to action last spring, members of the Virginia Tech softball team wanted to play in memory of those who lost their lives and those who were injured and traumatized by the events of April 16, 2007. A pre-game remembrance will occur prior to the first pitch.

3 p.m. to 5 p.m. (doors open at 2 p.m.) | Dance/Performance

Haymarket Theatre

Pre-scheduled performances hosted by Contemporary Dance Ensemble.

Related Events

Events listed below are taking place on the Blacksburg campus.

For happenings elsewhere, see:

> *A list of events scheduled at Commonwealth Campus Centers*

> *Non-university events across Virginia and the United States*

Submit an event to be considered for posting on this website (must occur between April 11 – 20, 2008).

Friday, April 11 through Sunday, April 13

4:30 p.m. to 6:30 p.m. | Fortitude and Strength: A Community Embracing Authentic Emotions

Squires Student Center, Room 341

The concept of this workshop was conceived by students and is being created, coordinated, and planned by students. The intention of this workshop is to create a safe, non-judgmental environment where our community can come together to honor our authentic emotions and to bring healing to those affected by April 16th.

More information

Saturday, April 12

8 p.m. | New River Valley Symphony: Johannes Brahms' Ein deutsches

Requiem*Burruss Auditorium*

Brian Gendron conducts the New River Valley Symphony Orchestra, The University Choirs, and the Blacksburg Master Chorale in a performance of Johannes Brahms' monumental *Ein deutsches Requiem*. *Ein deutsches Requiem* emphasizes comforting the living, beginning with the text "Blessed are they that mourn: for they shall be comforted."

[More information](#)

Sunday, April 13

3 p.m. | Community Conversations Through the Arts*Lyric Theatre*

A multidisciplinary arts event, including a visual arts display in the lobby of Lyric Theatre and a performance featuring music, dance, film, spoken word, and theatre. HERE: Honoring Experiences, Reflections, and Expressions is hosting the event with the intention to hold space for our community to come together and have the opportunity to celebrate itself, reflect on what we've come through, and look toward the future in a way that is unique and gives us ownership of our own stories.

More information:

Contact: Shannon Turner | 540-552-3482 | coordinator@here-nrv.org

Website: www.here-nrv.org

Counseling support: 3-4 counselors will be on site from 2:30 to 5:30 p.m. Quiet rooms will be available.

Wednesday, April 16

8 a.m. to 8 p.m. | Alumni Center Art Exhibit*Alumni Center Museum, Holtzman Alumni Center*

As part of the Day of Remembrance observance, the Alumni Center Museum will display examples of art, crafts, quilts, and other memorabilia contributed since April 16, 2007.



University Town Hall Meeting

April 16, 2007 Initiatives and Recommendations

March 19, 2008



Agenda

- I. Opening Comments
- II. History of Process
- III. Substantially Implemented Initiatives
- IV. Prioritized Initiatives
- V. Phase II Initiatives for Consideration
- VI. Closing



Opening Comments



History of Process

- Requested Governor to commission an independent review (April – August, 2007)
- Appointed (3) internal review groups (May – August, 2007):
 - Security Infrastructure (Hyatt)
 - Information and Communications Infrastructure (Blythe)
 - Interface Between Virginia Tech Counseling Service, Academic Affairs, Judicial Affairs and Legal Systems (Niles)
- Developed matrix linking recommendations from Governor's Review Panel and the three internal review groups (September 2007)



History of Process (continued)

- Appointed (2) advisory committees (Sept. – Oct. 2007):
 - Committee on Human Dimensions (Hikes)
 - Committee on Security and Infrastructure (Sorensen)
- Assigned Project Manager (Stewart)
- Academic Council reviewed recommendations (Oct. 2007)
- Presented recommendations to the Board of Visitors (November 2007)
- Policy Group ranked recommendations/initiatives; developed cost estimates and implementation timeline (December 2007 – March 2008)



History of Process (continued)

- Approximately 400 recommendations
- Grouped into 33 major initiatives areas
- Includes 17 prioritized initiatives areas for immediate action, some already substantially implemented
- Even as recommendations were being evaluated, we began implementation of some early last summer



Substantially Implemented Initiatives

- VT Alerts
- Student Rescue Squad Reporting Relationship
- Locking Hardware



Substantially Implemented Initiatives

- Secured Student Mail
- Threat Assessment Team



Substantially Implemented Initiatives

- Reporting and Helping Distressed Students
- Engaging and Assisting Students



Substantially Implemented Initiatives

- Emergency Preparedness – Planning
- Organizational Structure



Example of One Initiatives Area – VT Alerts

Reference Number	Recommendation
VT.C.107	Continue to make students and employees aware of the VT Alerts Automated Notification System and the importance of providing accurate information to the VT Alerts subscription service.
VT.C.142	Require every eligible subscriber (faculty, staff, and students) to either opt-in or opt-out of VT Alerts automated notification system.
VT.C.143	Work with Virginia Tech Police to determine if individuals from outside Virginia Tech (law enforcement and first responders) should be included in the VT Alerts Automated Notification System.
VT.C.147	Provide kiosks throughout the campus and encourage their use for subscribing to VT Alerts Automated Notification System.
VT.C.146	Continue to have personal information in VT Alerts Automated System provided and maintained only by the subscriber.
VT.C.108	Educate students and employees about the importance of providing accurate personal information.
VT.S.55	Mass notification methods were significantly improved with the university's purchase of an upgraded emergency notification system post April 16th; this system has officially been branded "VT Alerts." VT Alerts was launched on July 2, 2007.
VT.C.116	Use various online processes to present opportunities for people to update their personal information.



Prioritized Initiatives

- ❖ Risk Assessment
- ❖ Emergency Preparedness – Training
- ❖ Drills
- ❖ Violence Prevention Policy
- ❖ Public Safety Building with 911 Dispatch Center



Prioritized Initiatives

- ❖ Privacy Laws and Information Sharing
- ❖ Emergency Notification
- ❖ Banner Textual Display System
- ❖ University Management of Personal Information



Prioritized Initiatives

- ❖ New Campus Information Architecture
- ❖ Information Technology Emergency Resource Planning
- ❖ Network Infrastructure



Phase II Initiatives

- Integrating Person-Location Information
- Interim Suspension
- VT Police Department equipment and communications upgrades
- First Responder Radio Communications
- Safety – Self Reporting
- Campus Well-being



Phase II Initiatives

- LCD Message Boards
- Management System for Authentication and Authorized Access
- Information Technology Support Services
- Building Card Access
- Protocol and Policy
- CCTV Surveillance System



Closing

- Funding
- Website Links
 - President's Website (links to 3 internal reports):
<http://www.president.vt.edu>
 - Link to Governor's Virginia Tech Review Panel Report:
<http://www.vtreviewpanel.org/report/index.html>



Executive Development Institute

University Organizational Development

..... *Inventing our future leaders*

Mekeisha Williams, Director

May 13, 2008



Presentation Overview

- University Organizational Development
- Needs Assessment
- Program Objective
- Program Target Audience
- Program Description
- Program Features and Timeline



University Organizational Development

The University Organizational Development department (UOD) serves Virginia Tech by providing succession management programs and consulting services. We identify the implications of planned change or assess the current capabilities of administrative or academic units. We can help develop a comprehensive plan to effectively deal with change or to refine or expand your capabilities through the effective use of people, process, and technology.



Needs Assessment

All Faculty and University Staff Director Level and Above Positions

Administration

Position	Faculty	Staff	Total
Vice Presidents	13	0	13
Assistant/Associate Vice Presidents	31	0	31
Directors	162	40	202
Assistant/Associate Directors	159	68	227
Grand Totals	365	108	473

Academic

Position	Faculty	Staff	Total
Deans	10	0	10
Assistant/Associate Deans	35	0	35
Department Chairs	74	0	74
Assistant/Associate Department Chairs	16	0	16
Directors	138	6	144
Assistant/Associate Directors	18	2	20
Grand Totals	291	8	299

Faculty and University Staff Eligible for Retirement in Next 5 Years Director Level and Above Positions

Administration

Position	Faculty	Staff	Total
Vice Presidents	6	0	6
Assistant/Associate Vice Presidents	14	0	14
Directors	34	11	45
Assistant/Associate Directors	17	14	31
Grand Totals	71	25	96

Academic

Position	Faculty	Staff	Total
Deans	6	0	6
Assistant/Associate Deans	13	0	13
Department Chairs	22	0	22
Assistant/Associate Department Chairs	6	0	6
Directors	34	1	35
Assistant/Associate Directors	3	3	6
Grand Totals	84	4	88



Needs Assessment (continued)

- Reviewed programs in place by other universities
- Received support from advisory group to develop the Executive Development Institute as a succession initiative
- Interviewed senior level management to discuss current challenges for their division
 - many different topics suggested, but agreement on overall objectives, design, and key topics



Program Objective

With retirements at the university projected at an annual rate of 12 percent over the next six years, the recruitment of new employees and the development of current employees will be critical. Through the Office of University Organizational Development (UOD), the university will develop a succession management program that will serve the university.

Our leaders and managers of today need to be better equipped to face the workforce challenges that lay ahead of them.



Target Audience

- Twenty participants total
- Assistant/Associate Directors, Directors, Assistant/Associate Vice President, Assistant/Associate Department Chairs, Department Chairs and Assistant/Associate Deans
 - Nominated by their Dean or Vice President and interested in participating
 - Selected by the advisory committee using a scoring rubric that addresses leadership competencies for Virginia Tech.



Program Objectives

- Develop a clear vision of leadership strengths and developmental needs
- Provide learning opportunities at all levels of the university in a structured, comprehensive and deliberate manner
- Plan for the succession of our management team, focusing initially on those identified as critical positions with potential for turnover within two years



Program Objectives (continued)

- Develop bench strength internally to prepare future leaders
- Hone specific skills in key areas
- Build a network of colleagues and support
- Improve the quality of leadership within specific units and at Virginia Tech



Program Description

Our goal for the succession management program is to extend challenging, state-of-the art, development programs and resources designed to foster a culture that nurtures the next generation of leadership, creates a common leadership culture, enhances diversity, and sustains a positive momentum to a successful future.



Executive Development Institute

Curriculum Content and Timing

Phase I

3 day onsite session
Focus: Individual

- Call to Leadership
- Giving and receiving feedback / 360 executive coaching
- Leadership and decision making
- Making complex change
- Group Think
- Learning from experience
- Goal Setting
- Individual assessments MBTI/ FIRO-B/ Change Style Indicator

NOVEMBER

Distance Learning

- Webinars/ Conference Calls
- Action Learning Case Study
- Individual Development Plan
- Mentoring/ Coaching

Phase II

3 day onsite session
Focus: Organizational Level

- Managing People/ Managing Conflict
- Strategic Human Resources Management
- Finance
- Presentation Skills
- Marketing & Branding the University

FEBRUARY

Distance Learning

- Webinars/ Conference Calls
- Action Learning Case Study
- Individual Development Plan
- Mentoring/ Coaching

Phase III

2 day onsite session
Focus: Community

At Conclusion:

- Diversity and Inclusion
- Teams Present Action Learning Case Study
- Participants Evaluate Progress Made on Individual Development Work-Plans
- Graduation

MAY



Program Features and Timeline (continued)

2008-09 Timeline

May 2008	Call for Nominations
June- July 2008	2008-09 Executive Development Institute cohort selection and notification
November 2008	2008-09 Executive Development Institute cohort conducts first onsite session 3 day session at The Inn at Virginia Tech and Skelton Conference Center
December-January 2009	2008-09 Executive Development Institute cohort distance education
February 2009	2008-09 Executive Development Institute cohort conducts second onsite session 3 day session at The Inn at Virginia Tech and Skelton Conference Center
March-April 2009	2008-09 Executive Development Institute cohort distance education
May 2009	2008-09 Executive Development Institute cohort conducts final onsite session and graduation 2 day session at The Inn at Virginia Tech and Skelton Conference Center



Succession Management Advisory Group

- Erv Blythe, Vice President for Information Technology
- Elizabeth Flanagan, Vice President for Development and University Relations
- David Ford, Vice President and Dean for Undergraduate Education
- Larry Hincker, Associate Vice President for University Relations
- Hal Irvin, Associate Vice President for Human Resources
- Kevin McDonald, Vice President for Multicultural Affairs and Equity
- Richard Sorensen, Dean of Pamplin College of Business
- Lisa Wilkes, Assistant Vice President for Transitional Operations
- Mekeisha Williams, Director of University Organizational Development

Hal Irvin
Associate Vice President for Human Resources

In March 2008, Dr. Hal Irvin began his service to Virginia Tech as the university's Associate Vice President for Human Resources. Before coming to Virginia Tech, Dr. Irvin worked for fourteen years at Georgia Tech in Atlanta, Georgia. In his last assignments, he served as Executive Director of Organizational Development – reporting to the Executive Vice President for Administration and Finance and responsible for employee learning, change management, and internal consulting services. He played a central role in Georgia Tech's successful efforts to improve administrative services and transform its service culture.

His consulting expertise in talent development, strategic planning, service improvement, and change management has been called on by executive leaders at a number of higher education institutions including Princeton, Emory, and the University of Michigan. He has written articles about improving customer service in higher education, providing internal consulting services within a university, and what an academic institution should consider as it decides whether to establish campuses internationally.

Dr. Irvin received his Bachelor of Arts and Masters degrees from Vanderbilt University and his Ph.D. in Higher Education Administration from the University of Michigan. He served as an adjunct faculty member at Georgia Tech's College of Management and was an affiliate of the Georgia Tech Institute for Leadership and Entrepreneurship. He is a native of Lexington, Kentucky.

Mekeisha P. Williams
Director of Organizational Development

On August 1, 2007, Mekeisha Williams began her service at Virginia Tech as the Director of Organizational Development. As the Director of Organizational Development, Ms. Williams is responsible for providing effective vision, leadership, and strategic direction for the development of a succession management and leadership development program for the university.

Ms. Williams received an undergraduate degree in Political Science from UNC-Charlotte, and a master's degree in Public Administration from North Carolina Central University. She is a certified provider of the Meyers Briggs Type Indicator, Fundamental Interpersonal Relations Organization-Behavior (FIRO-B), Discovery Leadership Profile (Decision Style Profile), and Press Time Simulation for team building and strategic planning. Ms. Williams is also Development Dimensional International certified (DDI) in courses such as Delegating for Productivity and Growth, Guiding Conflict Resolution, Preparing Others to Succeed, Core Skills for Building Commitment, Leadership: Facilitating Change, and the Empowering Leader.

Ms. Williams has written and received grants from the W.K. Kellogg Foundation and Center for Disease Control to create leadership development programs that surround business planning and "Managing in Times of Crisis." She has worked with various organizations such as the Dana Farber Cancer Institute, Commission of Indian Affairs, Minority Health Council, Blue Cross and Blue Shield, Omaha Public Health Institute, UNC Chapel Hill Public Health Institute, Novant Healthcare Systems, North Carolina Department of Health and Human Services and many more developing leadership institutes.

RESOLUTION HONORING

Lieutenant Thomas N. “Nick” Brantley

WHEREAS, Lieutenant Thomas N. “Nick” Brantley was a 2001 graduate of Virginia Tech and the Virginia Tech Corps of Cadets, having earned a Bachelor of Arts degree in Communication; and,

WHEREAS, while a student at Virginia Tech, Nick Brantley demonstrated outstanding leadership traits leading to his appointment as the Third Battalion Commander in the Corps of Cadets during his senior year; and,

WHEREAS, after graduation from Virginia Tech, Nick Brantley was commissioned as an officer in the United States Navy and successfully completed flight training; and,

WHEREAS, Lieutenant Brantley was a member of Navy Anti-Submarine Squadron HSL-44 “The Swamp Foxes” and had advanced to become an aircraft commander and been appointed as the Detachment Maintenance Officer because of his superior leadership and character; and,

WHEREAS, on September 24, 2005, Nick Brantley tragically lost his life over the Atlantic Ocean during night flight operations during a time of war; and,

WHEREAS, Nick Brantley was well respected by his peers and his superiors, and, leading by example, he exhibited his commitment to the core values that are inherent to Virginia Tech – Brotherhood, Honor, Leadership, Sacrifice, Service, Loyalty, Duty and Ut Prosim; and,

WHEREAS, Lieutenant Brantley made the ultimate sacrifice for his country, and will be remembered in perpetuity for his unwavering courage and valor;

NOW, THEREFORE, BE IT RESOLVED, that the Virginia Tech Board of Visitors proudly honors Lieutenant Thomas N. “Nick” Brantley for his steadfast loyalty to his country and the ideals of “Ut Prosim”, and for making the ultimate sacrifice in service to his country.

RECOMMENDATION:

That the Above resolution honoring Lieutenant Thomas N. “Nick” Brantley be approved.

March 31, 2008

RESEARCH AND DEVELOPMENT DISCLOSURE REPORT
October 1, 2007 through February 29, 2008

Reason for Conflict	External Entity	Owner	Principal Investigator	Co - P.I.'s	College	Period of Performance	Award Amount	Project Description
Faculty Owned Business	Applied University Research	Roger L. Simpson	Joseph Schetz	None	Aerospace & Ocean Engineering	September 1, 2007-December 31, 2007	\$3,998	Fixed Price contract is to provide testing in the high speed jet facility in support of a government contract to develop instrumentation held by Applied University Research.
Faculty Owned Business	NanoSonic, Inc.	Richard O. Claus	Donald Baird	None	Chemical Engineering	January 6, 2008 thru January 5, 2009	\$50,000	Subcontract to VT under a STTR award from the US Dept. of Energy. Work will involve manufacturing high performance plates for fuel cells.
Faculty Owned Business	Cognitive Radio Technologies, LLC.	Jeffrey H. Reed	Charles Bostian	PI	Electrical & Computer Engr.	TBD	\$7,503	Subcontract to Cognitive Radio Technologies, LLC. Work involves the implementation of software defined radio technology.
			Jeffrey H. Reed	Co-Pi	ECE/ Wireless @ VT			
Faculty Owned Business	Electrical Distribution Design	Robert Broadwater	Daniel Gallagher	PI	Civil Engineering	January 1, 2007 thru December 31, 2008	\$130,355	Award from Electrical Distribution Design to VT investigators Gallagher and Dietrich. Work involves the integration of dynamic water and sewer distribution models with water quality and flow sensors.
			Andrea Dietrich	Co-Pi	Civil Engineering			
Faculty Owned Business	Electrical Distribution Design	Robert Broadwater	Kwa Sur Tam Robert Broadwater	PI Co-PI	Electrical & Computer Engr.	Master Research Services thru June 30, 2008	\$661,006	Tasks under the Research Services Agreement relate to the development of electrical distribution technology for use on naval vessels and army bases.
Faculty Owned Business	Schultz-Creehan, LLC	Jeff Schultz Kevin Creehan Stephen Kampe	Stephen Kampe Alex Aning	Co-Pi Co-Pi	Materials Science & Engineering	TBD	\$153,492	Schultz-Creehan has received a STIR award from the Office of Naval Research. Subcontract work to VT for fabrication characterization and modeling using project samples from sponsor.

Remarks made during the BOV Meeting

Kerry J. Redican

President, Faculty Senate of Virginia Tech

March 31, 2008

Thank you Mr. Rector. Good afternoon ladies and gentlemen.

Faculty Senate Meetings

The Faculty Senate has met three times since the last BOV meeting. Most of the Senate meetings have been focused on updates.

-Ken Eriksson provided the annual report of the Faculty Reconciliation Committee (this is the Faculty Senate Committee that is focused on conflict resolution). Dr. Eriksson reported that over 40 cases have made their way to in the past 28 months only 3 have gone to formation grievance. This is excellent in that it shows both that faculty feel they have a venue to share their concerns and that the conflict is getting resolved before moving to grievance.

-Dean Richard Sorensen and Dr. Richard Ferraro provided updates on the work of the Human Dimensions Committee and the Security and Infrastructure Committee. Both reports were helpful for faculty to understand the complex issues involved in addressing security.

-Provost Mark McNamee visited the Senate and provided an update on budget, the work of the April 16th Steering Committee, and administrative adjustments.

-Bill Brubaker provided an update on the Virginia Tech Undergraduate Honor System and his presentation focused both on reviewing the of the honor system.

-David Ford updated Senators on the issues affecting undergraduate education. Finally, Pat Hyer shared the results of the COACHE survey.

All of our guests did an outstanding job of sharing important information with the Faculty Senate. The wide array of presentations reflects a transparency within the institution and as a result the Senate receives clearer picture of the multiple perspectives involved in any one issue or initiative.

President Steger has been again gracious to provide us with the resources to hold weekly faculty receptions. They continue to be well received and well attended. Faculty still have a strong desire for a defined space for faculty to connect and network.

Issues of Concern to Faculty

Faculty are still concerned about the health of the University Libraries. It is our understanding that current funding for the VT library system places us at the 8th percentile among the Association of Research Libraries, still well below the 30th percentile, a goal highlighted in the Strategic Plan. We can't emphasize enough that a healthy university library is central to a top research university.

Remainder of the 2007-2008 Academic Year Faculty Senate Activities

With the time remaining this year the Faculty Senate will continue to work with the Commission on Faculty Affairs regarding (1) implementation of the recommendations from the Race Task Force; (2) removal of principal investigators; (3) expectations for promotion for research professors; (4) professors of practice, and (5) the changes in protocol and instrumentation for teaching evaluations. It is anticipated that most of these issues will continue on into next year and eventually work their way through university governance as resolutions and possibly to future Board of Visitor's meetings.

Finally, as always, on behalf of the faculty I would like to thank you for this opportunity to both update the work of the Faculty Senate as well as communicate issues of concern to faculty.

Staff Senate Constituency Report to Virginia Tech Board of Visitors

March 30, 2008

Judy Alford, Staff Senate President

Rector Lutz, members of the Board of Visitors, President Steger, administrators and guests. It is an honor and privilege to speak to you about Virginia Tech's Staff Senate.

- The Commission on Staff Policies and Affairs is working on developing a staff emeritus award. The commission also worked with University Leadership Development to initiate the Virginia Tech Staff Leadership Award. A call for nominations was sent in late February and the winner will be announced at the McComas seminar in May. The Commission works with University Leadership Development and Human Resources to provide input on staff training and professional development needs to promote support for staff development. The commission is also exploring the possibility of developing an Ombudsperson position for Staff.
- The senate selected working at the Blacksburg food pantry for the VT-ENGAGE project. We are collecting food and helping sort food at the pantry.
- The McComas Leadership Seminar will be held on May 1st. Ray Plaza and Jane Ann Williams are the speakers for the program entitled Defining our Role in Developing an Inclusive Community.
- Elections were held earlier this month. Tom Tucker, Space Information Manager, was elected as President for the upcoming year. Tom has served the University for 22 years, has been a staff senator for 2 years and was Staff Senate Vice President this past year. We are pleased to welcome Tom as our upcoming president. Since Tom is not able to attend the June meeting, I would like to introduce him now.

At this time, I would like to hi-light staff employees in the Vice President for Information Technology area. The mission of Virginia Tech's Information Technology organization is to serve the university community and the citizens of the Commonwealth of Virginia by applying and integrating information resources to:

- Enhance and support instruction, teaching and learning
- Participate in, support and enhance research
- Foster outreach, develop partnerships with communities and promote the capabilities of advanced networking and communications
- Provide, secure, and maintain systems allowing the university to accomplish its missions

Information Technology Specialists define, install, analyze, plan, and modify computer systems in a diverse technical environment ensuring accuracy and efficiency. The IT specialists have knowledge of Oracle, JAVA, Perl, SQR, DHTML, HTML, XML. These folks continually develop and code software systems and system utilities to assist in supporting the university's technology-enriched environment. They also work with the web content managements systems, My VT Web Portal, and VT search projects. They play an integral role in the collection, storage, discovery, and the distribution of web content for Virginia Tech.

Employees in the Systems Support Department maintain the operating systems and servers that host centrally provided I.T services including:

- messaging (e-mail, Instant Messaging, and the new VT Alerts system),
- administrative applications (Banner, courseware, directory, portal, and data warehousing systems),
- and high performance research systems (including the Apple Mac "System X" cluster).

Systems Support also maintains central storage and back-up/archiving services for both I.T. and departmental servers, as well as desktop equipment across campus. Staff from this department have performed the bulk of the data collection and data preservation efforts related to the events of April 16th.

Virginia Tech's Advanced Research Computing team provides an environment in which the latest high performance computing technologies are employed to support computational sciences and engineering. Working with investigators in all computationally demanding fields, they help determine what specialized resources will be required to support the needs of the University. This is done by leading in the implementation and application of emerging technologies, and designing new technologies in association with principle investigators. Collaboration with internal and external university researchers and partnerships with industry through contracts and grants, drive the success of ARC.

Employees in the Information Technology Security office test computer hardware and software for security vulnerabilities. They actively design, develop and implement computer and network security training materials, classes (in-person and online) to the university's technical and general users. The security office also serves as a testing facility for cooperative research projects between the IT security officers and academic researchers. They will also provide testing services to external entities according to a fee schedule.

Information Resource Management staff provide the university community with policies, procedures and support for secure access to information resources to complement its teaching, learning, research, and outreach as well as to support administrative operations.

Computer Support Specialists (4Help staff) provide computer assistance to faculty, staff, students, alumni, retirees, and parents. They provide a second level of end user technical support for customers experiencing problems with their computers or centrally offered information technology services such as Blackboard, Banner and the Hokie Spa.

Field engineer personnel work closely with project architects and engineers, as well as the university's capital design and constructions teams during project development to ensure communications cable pathways and spaces meet all industry and VT standards. Communications Network Specialists install cabling and necessary equipment for all residence halls, academic buildings, laboratories, athletic facilities and some off campus locations.

Video Broadcast Service Technicians maintain and operate electronic classrooms throughout the state for the interactive videoconferencing network. The group also produces broadcast-quality instructional video and advanced multimedia instructional materials.

Digital Imaging staff provides a comprehensive range of scanning services in support of research projects and course development grants or proposals. They play a key role in helping faculty prepare materials appropriate for storage in digital repositories.

The staff in Assistive Technologies support people with disabilities as they prepare for a lifetime of teaching and work by leading in coordination of assistive technologies, computer-related accessibility, and disability accommodations. They also continually research new ways to support learning and quality of life challenges for faculty, staff and students with disabilities.

Computer-Integrated Classroom Support Technicians maintain computer labs across the university by assuring software is up-to-date and machines are running properly for faculty and students. They also monitor labs for secure, appropriate use of the systems.

Online Course Support staff provide assistance for such learning technologies as Blackboard, Scholar, and Dyknow. In addition to answering help desk questions regarding these systems, these staff also train faculty, staff and graduate students regarding best practices with these tools; and they produce documentation for using the tools, and investigate new tools at the same time working with early adopters to vet and improve new technologies.

The systems integration team electronically designs, installs, secures, and maintains the enterprise web applications for teaching and learning applications including linking appropriate applications to such systems as Blackboard, Dyknow, Courseware, online course evaluation tools, iTunesU, and the

Learning Gateway. This group also oversees dozens of servers that host these applications.

IT staff also support the university's test scoring services by helping with the collection of data from faculty, staff and students. They also assist with online survey software.

The Vice President for Information Technology's area is fortunate to have a group of very talented and dedicated staff employees. They continue to meet the challenge of staying on the cutting edge of the technology fields in which they work, even as they support daily, technology-enabled functions of the university. They work in a highly competitive environment and the university benefits from their broad-ranging skills and areas of expertise. In fact, several of our IT employees are nationally known for their work.

Thank you,

Judy Alford
Staff Senate President

Graduate Constituency Report, March 2008, Brennan Shepard

Thank you Mr. Rector, President Steger, Board members and other guests. It's that time of the year in which Graduate Students are finding themselves in the library long after the sun has set. We're writing dissertations, finishing up coursework, and of course, there are those of us who are busy looking for employment upon graduation. Then there are the grad students who are midway through their studies, just comfortable enough to enjoy themselves and not yet far enough along to realize that it eventually ends. How I envy them.

It is in this time of the year we can forget to enjoy our journey. The Grad School seems to have been through this before, being aptly prepared to provide many outlets for community involvement during the semester to ensure that we don't let life get us too bogged down. This past week was the 8th Annual Graduate Education Week, in which the Graduate School ramps up programming to highlight the value of graduate education and bring students from across the disciplines into the Graduate Life Center to participate in social activities. Among the highlights this year were the Ethics Bowl, focusing on ethical dilemmas in contemporary culture, the grand opening of the Graduate Study Lounge in Newman Library, the Graduate Education Week Awards Banquet, Graduate Movie Night at the Lyric Theatre, and capping the week off with the Big Cook Out on Friday in the GLC lawn. Several events were held at the National Capital Region campus as well, helping students network with alumni and look at options for post-graduate employment. These events serve to support grad students and promote the Graduate School, and couldn't come at a better time for some of us.

Dr. Steger continues to face the tough questions of graduate students at our luncheons throughout the semester. I've said it before, but it deserves mentioning that graduate students sincerely appreciate this opportunity to hear first-hand how the university is progressing and how graduate education is included in

that growth. I had more than 50 students sign up for the last luncheon, of whom I could only invite

15. Thanks again to Dr. Steger for his generosity and time.

The Graduate Student Assembly has also held several events and continues to grow in its community outreach. Two weeks ago, the GSA held its first ever Graduate Student Happy Hour in the GLC lounge, allowing students to mingle and taste a few beers that most have not heard of. We also hosted a Town/Gown meeting for graduate students to meet with town officials to discuss affordable housing, public safety, and graduate community in Blacksburg. Town officials were very responsive and seem to understand of the needs of graduate students. We hope to continue to build quality communication with the town to address these issues.

Next weekend the Big Event will take place, with students taking part in community service across the New River Valley to reinforce our commitment to those around us. This year, the GSA has arranged for the Big Event to simultaneously take place in Northern Virginia. Students from our National Capital Region will be joining with graduate students from George Mason University to complete a river cleaning in Falls Church, enhancing our image and community interaction beyond the traditional boundaries of Blacksburg. We are extremely proud of the commitment of our fellow graduate students in Northern Virginia in undertaking this initiative. At last week's GSA meeting, I presented a roadmap to University Governance, explaining how policies are created and implemented, and the role of various commissions and committees across campus. Graduate students seem to be both interested and willing to take part in the shared governance system employed here at Tech.

Our controller, Ken Miller, has assured me that his office is willing to work with us to develop alternatives for fee payment, including payroll deduction for students with assistantships. Starting off in the red is no way to begin your graduate studies, and we hope to lessen that burden soon. Dean DePauw has worked hard to increase the health insurance benefit, and next year we will see an increase of 2.5% for a total

of 82.5% of our health insurance costs paid for. With the rising costs of insurance, we may not see a decrease in out of pocket expenses, but 2.5% is better than nothing, and is worth noting that we were able to get there in light of the current financial situation. We appreciate the help and continue to seek solutions for the rising costs of health care.

Finally, graduate students remain committed to the Graduate Expectations and Responsibilities document produced in 2004. Supported by Faculty Senate, this document outlines the responsibilities of graduate students to their education as well as their rightful expectations from faculty and administration. I will be speaking to Faculty Senate next week to refresh our commitment to this document and begin a discussion on the needs of graduate students from our faculty and steps we can take to improve that relationship. Thank you to Kerry for welcoming this discussion.

Graduate community is strong, and graduate students are as involved as ever this year. It is my pleasure to serve this community and this board, and I look forward to finishing out this academic year and reporting back to you in June. Thank you for listening.

RESOLUTION FOR EMERITUS STATUS
March 31, 2008

WHEREAS, Dr. Richard O. Claus faithfully served Virginia Tech with distinction for 31 years in the College of Engineering, beginning in 1977; and

WHEREAS, as a member of the faculty in the Department of Electrical and Computer Engineering and the Department of Materials Science and Engineering, he was a dedicated researcher and teacher; and

WHEREAS, he was a pioneer in the development of sensing methods and instrumentation systems for the nondestructive characterization of smart materials and structures, being the first in the 1970s to embed optical fiber sensors in advanced composite materials, allowing the analysis of material synthesis, in-service performance and degradation properties; and

WHEREAS, Dr. Claus has received numerous honors, including the Virginia Tech Alumni Award for Research Excellence and the Sporn Award for Teaching Excellence; the State Council of Higher Education of Virginia Teaching Award; the Optical Engineering Society's Lifetime Achievement Award; Virginia's Outstanding Scientist Award; and additional honors from the Society of Photo-Optical Instrumentation Engineers and the Institute of Electrical and Electronic Engineers; and

WHEREAS, he held the Willis G. Worcester Professorship of Electrical and Computer Engineering, and the Lewis A. Hester Professorship of Materials Science and Engineering;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Richard O. Claus for his service to the university with the title of Lewis A. Hester Professor Emeritus of Materials Science and Engineering and Professor Emeritus of Electrical and Computer Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. Richard O. Claus for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
March 31, 2008

WHEREAS, Dr. Bernard Grossman faithfully served Virginia Tech with distinction for 26 years in the College of Engineering, beginning in 1982; and

WHEREAS, he served as head of the Department of Aerospace and Ocean Engineering from 1993 to 2002; and

WHEREAS, under his leadership the department made great strides forward and further developed its highly ranked aerospace and ocean engineering programs; many outstanding faculty were recruited; the department's research base broadened; and both graduate and undergraduate enrollment swelled; and

WHEREAS, under his leadership the department was recognized by the university in 1999 as an Exemplary Department for its leadership in integrating research and teaching; and

WHEREAS, as a dedicated teacher and advisor he guided numerous students to the successful completion of a B.S., M.S., or Ph.D. in Aerospace Engineering; and

WHEREAS, under Dr. Grossman's encouragement, the department took a leadership role in distance learning with its Ocean Engineering M.S. program; and

WHEREAS, he contributed significantly to the development of new computational algorithms for fluid mechanics, new methods for optimum design of vehicle components, and performed research that led to the publication of numerous research papers and reviews, as well as the development of a textbook in Computational Fluid Dynamics; and

WHEREAS, since 2004 he has provided dedicated service to the scientific community and students of the Commonwealth as the Vice President for Education and Outreach at the National Institute of Aerospace in Hampton, Virginia.

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Bernard Grossman for his service to the university with the title of Professor Emeritus of Aerospace and Ocean Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. Bernard Grossman for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
March 31, 2008

WHEREAS, Dr. Philip Y. Huang faithfully served Virginia Tech with distinction for 28 years in the Pamplin College of Business, beginning in 1979; and

WHEREAS, as a member of the faculty in the Department of Business Information Technology, he was a dedicated teacher of a wide range of courses at the undergraduate and graduate levels, being a recipient of the college's Excellence in Teaching Award; and

WHEREAS, he served on 22 doctoral committees and six master's thesis committees; and

WHEREAS, he made significant contributions to research in the field of production and operations management with over 30 refereed journal articles, was the recipient of the Stanley T. Hardy Award in 1984 from the Decision Sciences Institute for the outstanding research publication in the nation in the field of production and operations management, and was recognized for his achievements by his appointment to the Suzanne Parker Thornhill Professorship of Management Science and Information Technology; and

WHEREAS, he was an innovator and active participant in the College's study abroad programs having served as a visiting professor in China, Taiwan, Germany and Portugal; twice receiving Fulbright awards; and teaching numerous study abroad courses in the college; and

WHEREAS, he served in a number of offices and on numerous professional committees, including president of the America Chinese Management Educators Association; and on numerous college and university committees;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Philip Y. Huang for his service to the university with the title of Suzanne Parker Thornhill Professor Emeritus of Management Science and Information Technology.

RECOMMENDATION:

That the above resolution recommending Dr. Philip Y. Huang for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
March 31, 2008

WHEREAS, Dr. Michael D. Olsen has faithfully served Virginia Tech with distinction for 32 years in the College of Human Resources and Education and Pamplin College of Business; and

WHEREAS, as founding head of the Department of Hospitality and Tourism Management from 1987 to 1992, he successfully guided the department through its early development; and

WHEREAS, as a senior professor in the Department of Hospitality and Tourism Management he has helped guide the department to its current status as one of the premiere programs worldwide; and

WHEREAS, as a dedicated teacher, he introduced many thousands of students to the principles of strategic management and finance in hospitality, most notably "HTM 4534: Hospitality Management Strategy" and "HTM 3444: Financial Management of Hospitality Organizations"; and

WHEREAS, he guided 35 Ph.D. and 17 M.S. students to successful completion of their graduate degrees in hospitality and tourism management; and

WHEREAS, as founding president of the International Academy of Hospitality Research, he fostered the worldwide development of research and graduate education in strategic management of hospitality organizations; and

WHEREAS, he contributed significantly to our knowledge of hospitality management strategy through a lifetime of scholarly research that led to the publication of numerous research papers, reviews, and book chapters; and

WHEREAS, he has provided many years of dedicated service to the hospitality industry, the International Council for Hospitality, Restaurant and Institutional Education, the American Hotel and Lodging Association, and the International Academy of Hospitality Research;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Michael D. Olsen for his service to the university with the title of Professor Emeritus of Hospitality and Tourism Management.

RECOMMENDATION:

That the above resolution recommending Professor Michael D. Olsen for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
March 31, 2008

WHEREAS, Dr. Clarence Wayne Patty has faithfully served Virginia Tech with distinction for 40 years in the College of Science, beginning in 1967; and

WHEREAS, as head of the Department of Mathematics from 1970 to 1994, he led the department during a period of dramatic growth in which the department was recognized as one of the most rapidly improving mathematics departments in the nation, and in which the department reached the level of research distinction that it holds today; and

WHEREAS, he has taught courses at every level of the undergraduate and graduate curriculum and supervised three Ph.D. dissertations; and

WHEREAS, he has served for ten years as Director of the Center for Outreach in Mathematics Education with Technology; he has led more than forty workshops for in-service teachers; he has taught eighteen different courses for in-service teachers; he has obtained millions of dollars of external funding to support outreach to in-service teachers; and he has been awarded the Alumni Award for Outreach Excellence in recognition of all of these efforts; and

WHEREAS, he has served the community at the department, college, university, state, and national levels, including ten years as a staff member of the Board of the Virginia Mathematics Coalition, five years on Standards of Learning Assessment committees, and five years on National Science Foundation review panels; and

WHEREAS, he has published fifteen research articles and three textbooks, including one book that is in its third edition;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Clarence Wayne Patty for his service to the university with the title of Professor Emeritus of Mathematics.

RECOMMENDATION:

That the above resolution recommending Dr. Clarence Wayne Patty for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
March 31, 2008

WHEREAS, Dr. Duncan M. Porter faithfully served Virginia Tech with distinction for 32 years in the College of Arts & Sciences and College of Science, beginning in 1984; and

WHEREAS, as a member of the Department of Biology faculty, he has taught 12 courses ranging from required courses to advanced undergraduate and graduate courses; and

WHEREAS, he directed eight M.S. students and seven Ph.D. students, and served on numerous graduate advisory committees; and

WHEREAS, he won numerous academic honors and awards including Fellow of the American Association for the Advancement of Science; Fellow of the Linnaean Society of London; Visiting Erskine Fellow, University of Canterbury, New Zealand; Queen's Anniversary Award for Higher and Further Education; The 2004 Thomas Jefferson Medal for Outstanding Contributions to Natural Science (VMNHF); and Life Achievement in Science Award for 2006 (Science Museum of Virginia); and

WHEREAS, he has authored or co-authored 53 refereed journal articles, 18 books and monographs, 32 book chapters, multiple abstracts, letters and book reviews; and

WHEREAS, he has been principal investigator on numerous research grants from state and federal funding agencies including the National Science Foundation and the National Endowment for the Humanities; and

WHEREAS, he has served as senior editor of the *Darwin Correspondence Project*, Cambridge University Library (1991-2006) and director of the *Darwin Correspondence Project* (1997-2006), Cambridge University, and is a renown Darwin scholar;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Duncan M. Porter for his service to the university with the title of Professor Emeritus of Biological Sciences.

RECOMMENDATION:

That the above resolution recommending Dr. Duncan M. Porter for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
March 31, 2008

WHEREAS, Dr. Robert M. Shaffer Jr. faithfully served Virginia Tech with distinction for 25 years in the College of Natural Resources, beginning in 1982; and

WHEREAS, as the Charles Nettleton Professor of Forest Operations and Timber Harvesting Extension Specialist in the Department of Forestry, he was instrumental in improving the efficiency, safety and environmental impact of logging practices in Virginia and the southeastern United States; and

WHEREAS, he was a national leader in timber harvesting safety research and extension which resulted in a documented fifty percent reduction in logging injuries and fatalities in the South over the past 15 years; and

WHEREAS, he was a state and regional leader in the development and implementation of forestry best management practices which resulted in documented improvement in forest water quality protection from logging operations; and

WHEREAS, he contributed to the success of the Forestry Department's Industrial Forestry Operations Research Cooperative through leading more than 20 successfully completed graduate research projects involving M.S. and Ph.D. students; and

WHEREAS, he was a state leader within the Virginia Forestry Association, serving several terms on the organization's board of directors, one term as president, and was recognized as the organization's "Man of the Year" in 1994; and

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Robert M. Shaffer Jr. for his service to the university with the title of Charles Nettleton Professor Emeritus of Forest Operations.

RECOMMENDATION:

That the above resolution recommending Dr. Robert M. Shaffer Jr. for emeritus status be approved.

FACULTY LEAVES, 2008 – 2009

Virginia Tech's program of professional development for tenured faculty members provides two kinds of opportunities: study-research leaves at one-half salary for up to one year and one-semester research assignments at full salary.

The following faculty members are requesting study-research leave for the purpose and period of time specified:

Jeffrey Alwang, Professor, Department of Agricultural and Applied Economics, for AY 2008 - 2009, to conduct research at the World Bank's Latin America division in Washington, D.C. on the economic growth potential in Central America.

Peter Athanas, Professor, Department of Electrical and Computer Engineering, for AY 2008 - 2009, to collaborate with the creators of a promising technology known as elemental computing in the development of technological solutions for NASA's Marshall Space Flight Center.

Doug Bowman, Associate Professor, Department of Computer Science, for AY 2008 - 2009, to expand his successful research in immersive experiences by using the Allosphere at the University of California, Santa Barbara. Allosphere is a unique immersive display device that offers 360-degree high-resolution projection of 3D-visual and auditory information.

Eileen Crist, Associate Professor, Department of Science and Technology in Society, for AY 2008 - 2009, to research how facts and values are brought together in the science of biodiversity.

Susan Duncan, Professor, Department of Food Science and Technology, for July 2008 – January 2009, to conduct an extensive review of sensory issues related to the interaction of foods and beverages with the polymer materials used in food packaging.

Traian Iliescu, Associate Professor, Department of Mathematics, for AY 2008 - 2009, to pursue research in mathematical modeling and analysis of geophysical flows, including stochastic modeling, reduced-order modeling, and mathematical analysis of complex systems of equations arising in ocean and atmospheric flows.

John Lesko, Professor, Department of Engineering Science and Mechanics, for AY 2008 - 2009, to advance his leadership and management skills in the academic and technology management settings.

Nyusya Milman-Miller, Associate Professor, Department of Foreign Languages and Literatures, for AY 2008 - 2009, to research literary expressions of nostalgia and nationhood in the new Russian immigrant narrative.

Marian Mollin, Associate Professor, Department of History, for AY 2008 - 2009, to write a biography of Sister Ita Ford, a Maryknoll nun murdered by the El Salvadoran military in December 1980. Dr. Mollin's research will place the story of Ford's life and death within the larger historical context of recent U.S. women's history, gender analysis, and history of the Sixties.

Chris North, Associate Professor, Department of Computer Science, for AY 2008 - 2009, to extend his research in visual analytics and cybersecurity at the National Visual Analytics Center in the Pacific Northwest National Laboratory.

Sandeep Shukla, Associate Professor, Department of Electrical and Computer Engineering, for AY 2008 - 2009, to develop formal methods for software design and synthesis technology with researchers at Institut National de Recherche en Informatique et Automatique (French National Institute for Research in Computer Science and Control), France and the University of Karlsruhe, Germany.

Wanda Smith, Associate Professor, Department of Management, for AY 2008 - 2009, to conduct further research in the area of diversity in technology, and to write a manuscript about diversity in design teams.

Tonya Smith-Jackson, Associate Professor, Department of Industrial Systems Engineering, for AY 2008 - 2009, to serve as scholar-in-residence at the Consumer Product Safety Commission where she will research product safety, product recall effectiveness, safety usability test protocols, and the design and expansion of the commission's test labs.

Anthony Songer, Associate Professor, Department of Civil and Environmental Engineering, for December 2008 – December 2009, to investigate and develop a social technical model for poverty reduction in resource-poor settings.

Peter Vikesland, Associate Professor, Department of Civil and Environmental Engineering, for December 2008 – December 2009, to conduct research at the National University of Singapore and the Nanyang Technological University regarding the nanotechnology-enabled production of clean drinking water, water treatment trends, and contaminant monitoring.

Joseph Wang, Associate Professor, Department of Aerospace and Ocean Engineering, for AY 2008 - 2009, to conduct research at the Radio Science Center for Space and Atmosphere, Kyoto University, Japan and at the ONERO-Toulouse Research Center, France. As a visiting professor at Kyoto University, Dr. Wang will research advanced particle simulations of ion beam neutralization for electric propulsion. As a senior visiting scientist at the Space Environment Department of ONERA-Toulouse Research Center, Dr. Wang will conduct research on modeling plasma/microwave interactions for aerospace applications.

The following faculty members are requesting research assignments for fall 2008:

Carolyn Copenheaver, Associate Professor, Department of Forestry, for June 2008 – November 2008, to study dendrogeomorphology and the woody anatomy of tree rings at the Swiss Federal Institute of Forest, Snow, and Landscape Research, and to investigate dendroclimatology and marine-terrestrial linkages at the Oregon State University Hatfield Marine Science Center.

Luiz DaSilva, Associate Professor, Department of Electrical and Computer Engineering, for fall 2008, to develop new models for cognitive networks and to design a cognitive network testbed. Dr. DaSilva will collaborate with colleagues at Trinity College, Dublin, Ireland.

Wallace Easter, Associate Professor, Department of Music, for fall 2008, to develop course material with an objective component that assesses student achievement in music performance, and to adapt instructional material that uses computer technology to provide students with immediate performance assessments.

Matthew Eick, Associate Professor, Department of Crop and Soil Environmental Sciences, for fall 2008, to develop new research skills at Utah State University in the area of biogeochemistry—specifically, bioassays and rhizosphere techniques. Dr. Eick will use the skills gained to revise course content for Fundamentals of Environmental Science (CSES 3604), Environmental Soil Chemistry (ENSC/CSES/CHEM), and Soils in the Landscape (CSES 3114/3134).

Richard Gandour, Professor, Department of Chemistry, for fall 2008, to expand his research program in antimicrobial dendritic amphiphiles, which have been found to provide excellent in-vitro activity against several bacteria, fungi, and viruses.

Thomas Hou, Associate Professor, Department of Electrical and Computer Engineering, for fall 2008, to write a graduate textbook entitled, *A Course on Applied Optimization Algorithms for Wireless Networks*. Dr. Hou will also complete intensive research on currently-funded projects.

Michael Karmis, Professor, Department of Mining and Minerals Engineering, for fall 2008, to lead demanding field tests in the Central Appalachian Basin—a 10,000 square mile area in southwestern Virginia and southern West Virginia. Dr. Karmis will investigate and research CO₂ sequestration in unmineable coal seams, which may present opportunities for enhanced coal bed methane recovery.

Christine Kiebuszinska, Professor, Department of English, for fall 2008, to conduct research at the Elfriede Jelinek Forschungszentrum, Institute of Germanistik, University of Vienna, Austria. Dr. Kiebuszinska's research will focus on the Jelinek plays that reflect a rethinking of Austria as an ideal homeland.

Jill Kiecolt, Associate Professor, Department of Sociology, for fall 2008, to examine how parent-child relations and parents' physical and mental health are reciprocally related, and to examine changes in self-concept over the course of a lifetime.

Noreen Klein, Associate Professor, Department of Marketing, for fall 2008, to establish a substantially new research stream focusing on customer satisfaction with, and loyalty to, social networking websites. Dr. Klein's previous research in services marketing and customer relationship management will provide a background for exploring satisfaction determinants, frequency of use, and loyalty to social networking websites.

Theodore Koebel, Professor, Department of Urban Affairs and Planning, for fall 2008, to prepare two major papers and a book proposal based on his housing innovation research, incorporating the research themes of diffusion, industry concentration, corporate capacity, and sector.

Joe Loferski, Professor, Department of Wood Science and Forestry Products, for fall 2008, to conduct research leading to a book on historic preservation of wood structures, and to learn of the emerging field of green building as it relates to future research programming within the department.

Parameswarakumar Mallikarjunan, Associate Professor, Department of Biological Systems Engineering, for June 2008 – December 2008, to focus on the nanofabrication of sensors capable of quantifying and/or identifying various biochemical markers that can be used in food safety evaluations, quality determination, and medical diagnostics.

Suzanne Murrmann, Professor, Department of Hospitality and Tourism Management, for fall 2008, to prepare a pancultural model of service quality objectives that will be appropriate across the global market and yet remain sensitive to many cultural perspectives. Dr. Murrmann's research will provide international service industry managers with a systematic way to recognize and meet cross-cultural customer service expectations.

Robin Panneton, Associate Professor, Department of Psychology, for fall 2008, to advance ongoing research with faculty at the Centre for Research in Language, Mind, and Brain at McGill University, Montreal, Canada, regarding interactional synchrony between infants and mothers, and relating patterns of interaction to infants' speech processing skills as well as language production skills.

Gary Skaggs, Associate Professor, School of Education, for fall 2008, to examine cognitive perspectives in the modeling of examinee responses to test items, and to expand upon research in the application of item response theory methods to large-scale testing problems.

Shu-Ming Sun, Professor, Department of Mathematics, for fall 2008, to research the mathematical theory of water wave problems, with special emphasis on the existence, uniqueness, and stability of solitary surface waves on water with surface tension. Dr. Sun will collaborate with researchers at Purdue University, Carnegie Mellon University, and Loughborough University in England.

Antonio Trani, Associate Professor, Department of Civil and Environmental Engineering, for fall 2008, to write a textbook on aviation systems planning and analysis, with emphasis on airport planning/design and air transportation systems analysis.

Geoff Vining, Professor, Department of Statistics, for fall 2008, to conduct ground-breaking research in industrial statistics with colleagues at the Luleå Technical University, Sweden.

Terry Wildman, Professor, School of Education, for fall 2008, to pursue writing projects on undergraduate education redesign that are based on contemporary student learning/development research. Dr. Wildman will also transition back into teaching/research faculty status after 13 years as Director of the Center for Excellence in Undergraduate Teaching.

The following faculty members are requesting research assignments for spring 2008:

Darrell Bosch, Professor, Department of Agricultural and Applied Economics, for January 2008 – June 2008, to research and compare the agro-environmental policies of the United States and France, and the impact of these policies on the Farm Bill and world trade negotiations. Dr. Bosch will collaborate with researchers at the French Institut National du Recherche Agonomique (National Institute of Agricultural Research).

Beverly Purswell, Professor, Department of Large Animal Clinical Sciences, for January 2008 – June 2008, to train as a Veterinary Medical Association-certified veterinary acupuncturist at Colorado State University; to augment the training with clinical experience; to redesign the American College of Veterinary Theriogenology certification exam; to digitize and cross-reference an extensive collection of film images of veterinary reproductive pathology; and to complete research on the effects of hypothyroidism in dogs.

The following faculty members are requesting research assignments for spring 2009:

Mary Alice Barksdale, Associate Professor, School of Education, for spring 2009, to conduct research and writing in the areas of literacy development in multicultural settings and teacher education.

Andrew Becker, Associate Professor, Department of Foreign Languages and Literatures, for spring 2009, to complete a book entitled, *Rhythm and Meter: the Theory and Practice of Latin Verse Forms* that will address linguistic background, theoretical and historical methodology, and the characteristics and cultural significance of Latin verse forms.

Ebru Bish, Associate Professor, Department of Industrial Systems Engineering, for spring 2009, to apply his expertise in design and management of manufacturing systems to the problem of health care systems management. Dr. Bish will focus his research on capacity planning and management, healthcare quality and patient safety, and management of the influenza vaccine supply chain.

Carol Burch-Brown, Professor, Department of Art and Art History, for spring 2009, to create a multi-media and cyber exhibit of original art, music, and performance that investigates Darwin's *The Origin of Species* and artistically examines the issues and imagery in contemporary evolutionary theory.

Finley Charney, Associate Professor, Department of Civil and Environmental Engineering, for spring 2009, to develop improved methods for modeling the role of damping in structures and to conduct research in the area of advanced sensors that determine whether structural properties have changed due to natural or man-made hazards.

Daniel Crawford, Associate Professor, Department of Chemistry, for February 2009 – August 2009, to research quantum mechanical models of molecular optical properties with colleagues at the University of Tromsø and the University of Ohio.

Marcia Feuerstein, Associate Professor, Department of Architecture, for spring 2009, to prepare a book manuscript based on the intersection between architecture and the human body that traces architectural presence through reinterpretation as three-dimensional construction and drawing.

Bernice Hausman, Professor, Department of English, for spring 2009, to expand upon her research in modernity, modernization theory, and global approaches to women's issues with special emphasis on development discourse and African gender theory.

Dennis Kafura, Professor, Department of Computer Science, for spring 2009, to revitalize his research in grid security and expand it into the realm of personal information security.

Ann Kilkelly, Professor, Departments of Theatre Arts and Interdisciplinary Studies/Women's Studies, for spring 2009, to revise two performance scripts and write a third, forming a collection that makes broad use of feminist theory and uses performance as a tool for analyzing pressing social issues. Dr. Kilkelly will concurrently plan a theatrical event for the 2009 celebration of Charles Darwin's *The Origin of Species*.

Tao Lin, Professor, Department of Mathematics, for spring 2009, to further develop theoretical foundations of numerical analysis and to expand contacts with researchers in biomedical sciences, photonics technology, and aerospace engineering.

John Maher, Professor, Department of Accounting and Information Systems, for spring 2009, to develop, test, and validate an improved bond rating model that utilizes recent advances in accounting and finance.

Thomas Martin, Associate Professor, Department of Electrical and Computer Engineering, for spring 2009, to identify and address the needs of designers who do not have extensive experience with computer-aided design tools, but who wish to use computer-aided design tools to incorporate electronic textiles in their product designs.

Thomas Mills, Associate Professor, Department of Building Construction, for spring 2009, to establish a research program in high performance buildings with particular emphasis on the integration of building information modeling and design for manufacturing and safety.

Abon Mozumdar, Associate Professor, Department of Finance, for spring 2009, to explore the corporate use of over-the-counter derivative contracts, and to examine the issue from the perspective of end-users and market-makers.

Wing Ng, Professor, Department of Mechanical Engineering, for spring 2009, to collaborate with researchers in turbomachinery and propulsion. Dr. Ng will be stationed at the University of Aeronautics and Astronautics, Beijing, China and will travel extensively throughout China, presenting his research and interacting with his counterparts to foster Virginia Tech's international reputation and encourage faculty from China to take reciprocal research assignments at Virginia Tech.

Cliff Ragsdale, Professor, Department of Business Information Technology, for spring 2009, to investigate the quantile regression approach to non-monotonic data perturbation (a topic of considerable interest to the information security community), and to become more familiar with the emerging field of robust optimization.

Humberto Rodriguez-Camilloni, Professor, Department of Architecture, for spring 2009, to conduct an emergency technical survey of historic buildings on the southern coast of Peru; to assess damage to buildings caused by the August 15, 2007 earthquake; and to prepare historic structure reports that will serve as building restoration and conservation master plans.

Wayne Scales, Professor, Department of Electrical and Computer Engineering, for spring 2009, to advance the Center for Space Science and Engineering Research by contacting potential corporate and government affiliates, by developing the center's outreach agenda, and by continuing the development of a space science curriculum.

Angela Scarpa, Associate Professor, Department of Psychology, for spring 2009, to test a model of early biomarkers for violence that incorporates developmental and social perspectives.

John Tedesco, Associate Professor, Department of Communication, for spring 2009, to study the first pan-European election campaigns leading up to the June 2009 European parliamentary elections, and to study the 2009 German national election, focusing specifically on unique comparisons between German and U.S. female candidates.

Joseph Tront, Professor, Department of Electrical and Computer Engineering, for spring 2009, to explore the ways in which communication and computing technology can improve engineering instruction and learning. Dr. Tront will work with researchers at Microsoft Research Corporation in Redmond, Washington where he will have access to the latest software and hardware tools available and will influence the pedagogical aspects of Microsoft product development.

Justo Ulloa, Professor, Department of Foreign Languages and Literatures, for spring 2009, to complete a book-length study analyzing the theme of fragmentation in seven novels and short stories by contemporary Spanish American authors writing in the second half of the twentieth century.

James Westwood, Associate Professor, Department of Plant Pathology, Physiology, and Weed Science, for spring 2009, to expand upon his current expertise in gene expression by improving his skill in biochemical analyses related to parasitic plants and parasite-host interactions. Dr. Westwood will collaborate with researchers at Plant Research International, Wageningen, the Netherlands.

Mark Widdowson, Professor, Department of Civil and Environmental Engineering, for spring 2009, to apply advanced computer codes (developed by Dr. Widdowson and adopted by the Department of Defense) in the mathematical representation of complex subsurface physical-chemical-microbial phenomena. Dr. Widdowson will work with the U.S. Navy and U.S. Air Force on related field experiments.

Jesse “Jay” Wilkins, Associate Professor, School of Education, for spring 2009, to collect data, investigate, and develop a measurement model of quantitative literacy.

Thomas Williams, Associate Professor, School of Education, for spring 2009, to complete a comprehensive analysis of affective and cognitive arousal in human behavior.

Brenda Winkel, Professor, Department of Biological Sciences, for spring 2009, to conduct research at the Comparative Proteomics and Protein Quantitation laboratory, Plant Research International, Wageningen, The Netherlands. Dr. Winkel will receive training in leading-edge proteomics technologies and the associated bioinformatics tools, allowing her to integrate these technologies into her research on subcellular organization of metabolic enzyme complexes.

RECOMMENDATION:

That the above study-research leaves and research assignments be approved as requested.

CHANGE OF DUTY STATION

An extension in the change of duty station is requested for Dr. Taranjit Kaur, assistant professor of biomedical sciences and pathobiology, who needs to continue research in Tanzania to further monitor the health of a population of chimpanzees. Due to equipment failure and unexpected delays in the receiving of equipment and supplies, the lab setup was delayed during the months of May through September 2007, which is tourist season. Sample collection during these months is essential in order to measure the effects of stress from tourists on chimpanzee health and infectious disease transmission. Dr. Kaur and her research team members have conducted short-term visits for four years to collect biological samples from this population using non-invasive procedures, and are nearing completion of an additional one-year term. This particular troop of chimpanzees has suffered severe die-offs in the past two years due to respiratory infections, especially during the months of May through September. The population of this troop has suffered drastic losses, and completion of this research is crucial to the population of the wild chimpanzee. This situation has led the government of Tanzania to require an additional four-month on-site presence to allow for research during the tourist season. This research project is part of Dr. Kaur's study that is supported by a five-year National Science Foundation (NSF) career award. The objective of the field research is to ascertain the cause of deaths, identify the related risk factors, determine epidemiology of the disease, as well as design and implement interventions to save the chimpanzee population.

It is planned that Dr. Kaur will continue to be located at an encampment in the Mahale Mountains National Park in Tanzania for the additional four-month period of May 30, 2008 through September 30, 2008.

RECOMMENDATION:

That an extension to the change of duty station for Dr. Taranjit Kaur be approved for the requested period.

CHANGE OF DUTY STATION

Dr. Daniel Parker, assistant professor of philosophy, has been invited by the Center for the Philosophy of Science at the University of Pittsburgh to serve as a visiting fellow for fall term 2008. The selection as fellow is an honor and confirmation of the faculty member's contributions to scholarship in the philosophy of science. Fellows receive only a small stipend to offset additional expenses and no salary. They are expected to pursue their research on a full-time basis in residence at the Center, to interact with other University of Pittsburgh faculty and visiting scholars, and to make one or more presentations on their work. The appointment is an exceptional opportunity for the fellow to focus on a research project with the support and interaction of colleagues in the field.

Dr. Parker's research focuses on information-theoretic approaches to statistical mechanics.

RECOMMENDATION:

That the change of duty station for Dr. Daniel Parker be approved for the requested period.

CHANGE OF DUTY STATION

Dr. John J. Tyson, university distinguished professor, has been formally invited by Professor Dame Jessica Rawson, Warden of Merton College in Oxford UK, to join the College as a visiting research fellow for Trinity Term 2008 (April 20 through June 14, 2008). Dr. Tyson was nominated to this position by Dr. Bela Novak, professor of integrative systems biology, at Oxford. The purpose of the stay in Oxford is to carry out research with Professor Novak and other members of the Oxford Centre for Integrative Systems Biology. Drs. Novak and Tyson continue to publish joint research papers, including five this year in *Current Genetics*, *Nature Cell Biology*, *Molecular Systems Biology*, *Journal of Theoretical Biology*, and *Yeast*. This two-month stay (April 15 through June 15, 2008) will allow for significant progress on those research topics.

RECOMMENDATION:

That the change of duty station for Dr. John J. Tyson be approved for the requested period.

ENDOWED PROFESSORSHIP
The Sonny Merryman Inc. Professorship in Business

The Sonny Merryman Inc. Professorship was established in 1998 by Sonny Merryman, Inc. and Floyd W. Merryman, III to attract and retain eminent scholars in the Pamplin College of Business at Virginia Tech. The professorship is to be awarded to a member of the faculty in the college, who would hold the title and receive financial support until retirement or departure from the university. Dean Richard E. Sorensen has recommended Dr. Julie L. Ozanne, Professor of Marketing, for this professorship, in concurrence with the recommendation of the Pamplin College of Business Honorifics Committee.

Dr. Ozanne has been a member of the marketing faculty at Virginia Tech since completing her Ph.D. at the University of North Carolina at Chapel Hill in 1985. She was promoted to Associate Professor in 1992 and to Professor in 2005.

During her tenure at Virginia Tech, Dr. Ozanne has amassed a distinguished record of achievement in both research and teaching. For twenty years, Dr. Ozanne has challenged orthodoxy in consumer research and has focused her research on interpretive, particularly critical, approaches to the study of consumer behavior. Of her more than twenty published articles, no fewer than three are considered classics in the field. Last year, her paper on "The Low Literate Consumer" received the prestigious Robert Ferber Award.

Dr. Ozanne is an outstanding teacher, regularly receiving some of the strongest evaluations in the department. She has received numerous teaching awards including the university's William Wine Award in 2000. Dr. Ozanne has also mentored a number of graduate students, chairing seven doctoral dissertations and serving on nine other thesis and dissertation committees.

RECOMMENDATION:

That Dr. Julie L. Ozanne be appointed the Sonny Merryman Inc. Professor in Business, effective August 10, 2008, with a salary supplement provided by the endowment and the eminent scholars match if available.

**ENDOWED PROFESSORSHIP
The Norris and Laura Mitchell Professorship
of Aerospace and Ocean Engineering**

The Norris and Laura Mitchell Professorship of Aerospace and Ocean Engineering (AOE) was established in 2006 by a gift from Norris and Laura Mitchell. Norris Mitchell is an AOE alumnus from the class of '58, and both he and his wife have been strong supporters of AOE for several years. Dean Richard C. Benson has recommended Dr. Rakesh K. Kapania as the first recipient of this professorship, in concurrence with the recommendation of the College of Engineering Honorifics Committee.

Dr. Kapania joined Virginia Tech as an assistant professor in 1985. Since that time, he has established a world-class research program in the general areas of mechanics with emphasis on the finite element method, fluid-structures interaction, multidisciplinary analysis and design optimization, deterministic and probabilistic mechanics, nonlinear analysis of composite structures, neural networks, and adaptive structures. In addition, he has advised more than 60 graduate students, and authored or co-authored more than 100 refereed papers.

RECOMMENDATION:

That Dr. Rakesh K. Kapania be appointed the Norris and Laura Mitchell Professor of Aerospace Engineering, effective March 25, 2008, with a salary supplement provided by the endowment and eminent scholar match if available.

**ENDOWED PROFESSORSHIP
R. B. Pamplin Professorship in Management**

Founded in 1994, the R. B. Pamplin Professorship in Management is one of several named professorships established with part of the \$10 million endowment presented to the Pamplin College by R. B. Pamplin, Sr. and Dr. R. B. Pamplin, Jr. This professorship is established in support of excellence in education in management. The Pamplin College of Business Honorifics Committee and the Department of Management Personnel Committee have recommended to Dean Richard E. Sorensen that this professorship be awarded to Professor Anju Seth. Dean Sorensen, the Provost, and the President concur in this recommendation.

Dr. Seth will be joining Virginia Tech as Professor and Head of the Department of Management in the Pamplin College of Business effective August 10, 2008. She received her Ph.D. in Business Administration from the University of Michigan in 1988. Currently, she is Professor of Business Administration with a concentration in strategic management and international strategy at the University of Illinois at Urbana-Champaign, where she has been a faculty member since 1994. She also served earlier as a faculty member at the University of Houston.

Professor Seth's international reputation as a premier researcher is based on her authorship of over twenty-four publications in leading academic journals such as *Strategic Management Journal*, *Journal of International Business Studies*, *Managerial and Decision Economics*, *California Management Review*, *Journal of Management Inquiry*, and *Journal of Applied Corporate Finance*. Her areas of research interest include strategic management, value creation, acquisitions, joint ventures, corporate governance, restructuring, philosophy of science, and international strategy. Her seven publications in the *Strategic Management Journal*, the leading journal in the discipline, are evidence that she has made a very strong contribution to the strategy field. In addition Dr. Seth has been invited as a speaker to more than 30 research conferences and has been a professional seminar speaker on numerous occasions.

Her teaching has been recognized in listings such as "Most Popular Professor" chosen by Illinois MBA students (Business Week Online: Best Business Schools, 1998 Profiles), the University of Illinois' Incomplete List of Excellent Instructors, the College of Business Executive and Professional Development Award, and a nomination for Business Policy and Strategy Division Outstanding Educator Award, Academy of Management. She also presents executive development seminars and provides consulting services internationally.

RECOMMENDATION:

That Dr. Anju Seth be appointed the R. B. Pamplin Professor in Management, effective August 10, 2008, with a salary supplement provided by the endowment and eminent scholar match, if available.

ENDOWED PROFESSORSHIP
W.S. "Pete" White Chair for Innovation in Engineering Education

The W.S. "Pete" White Chair for Innovation in Engineering Education was established by the generous gift of \$500,000 by American Electric Power. The creation of this chair in honor of Pete White (EE '48) enables Virginia Tech to generate new interest in the teaching of engineering and in improving the learning process. It is unique in its flexibility—the chair is rotated biennially to a new recipient.

Dean Richard Benson has nominated Dr. Scott L. Hendricks as the W.S. "Pete" White Chair, based on the recommendations of the Department of Engineering Science and Mechanics and the College of Engineering's Honorifics Committee.

Dr. Hendricks has served faithfully and honorably on the Engineering Science and Mechanics (ESM) faculty for almost thirty years. He has taught an astonishing breadth of undergraduate and graduate courses in ESM and the Department of Physics.

During the 2006 calendar year, Dr. Hendricks directly taught 985 students and supervised the teaching of 300 more. In addition to his teaching responsibilities, Dr. Hendricks also serves on a large number of M.S. and Ph.D. thesis committees.

Dr. Hendricks is an engaging teacher who believes in active learning. He has frequently affirmed that students learn better if the instructor gets to know them personally. He tries to learn each student's name and even in large classes encourages discussion. He is able to move from a script, if required during a lecture, to allow the flow of discussion to inform and teach students. He offers examples and situations so that students can pick up on these and lead in-class discussions, leading to meaningful learning opportunities for them. He has an innate ability to integrate history with technical expositions. His classroom demonstrations using simple objects to illustrate the course material are also very popular.

He has made significant contributions to innovative supplemental software that is used in the ESM service courses. In addition, his teaching abilities and accomplishments are recognized by his peers. He is the recipient of the Certificate of Teaching Excellence, 1981, 1984-93; Certificate of Teaching Excellence, 1987; Dean's Award for Excellence in Teaching, 2000; and XCaliber Award for Teaching with Technology, 2006.

RECOMMENDATION:

That Dr. Scott L. Hendricks be appointed to the W.S. "Pete" White Chair for Innovation in Engineering Education effective August 10, 2008 for a period of two years, with a salary supplement and an operating allowance to support engineering education as provided by the endowment.

**RESOLUTION NAMING
THE PAUL R. FOUT BARN
AT THE
MARION DUPONT SCOTT EQUINE MEDICAL CENTER**

WHEREAS, Mr. Paul R. Fout was a renowned breeder and Eclipse Award-winning trainer of racing horses throughout a decorated 60-year career; and

WHEREAS, Mr. Fout was a strong advocate, advisor and volunteer for the Equine Medical Center within the horse community during the Center's early days, bringing about a transformational impact; and

WHEREAS, Paul Fout assisted in the enhancement of the services provided by the Equine Medical Center, growing the hospital's business in considerable ways; and

WHEREAS, Mr. Fout utilized his connections in the horse community to garner financial support for the Equine Medical Center, in addition to personally providing for the EMC philanthropically; and

WHEREAS, Paul Fout envisioned a new hospital barn that would provide more treatment space and enhance the hospital's efficiency to allow horses to be examined and treated more effectively and quickly, thereby freeing up space for critical care or other emergent needs; and

WHEREAS, Miss Beverly R. "Peggy" Steinman, Vice Chairperson of the Equine Medical Center Council, was a long-time friend of Mr. Fout and has personally made a significant financial gift for this project in memory of Paul Fout and in honor of his dedicated commitment to the Equine Medical Center and impact on the horse community;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation for Mr. Paul Fout's service to the Marion duPont Scott Equine Medical Center and the generosity of Miss Beverly Steinman, that the new horse barn at the Equine Medical Center be known as the

Paul R. Fout Barn

RECOMMENDATION:

That the above resolution be approved.

March 31, 2008

**RESOLUTION NAMING
“STERRETT DRIVE”
ON THE CAMPUS OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Mr. William M. Sterrett, Sr. was a 1947 alumnus of the College of Engineering, receiving his Bachelor of Science degree in Civil Engineering; and

WHEREAS, Mr. Sterrett served Virginia Tech as Director of the Physical Plant and Vice President for Administration until his retirement in 1981; and

WHEREAS, Bill Sterrett was also a community leader, serving as City Manager for the Town of Blacksburg, and a Director on the Boards of the National Bank of Blacksburg, the Blacksburg-VPI Sanitation Authority, the Blacksburg-Christiansburg Water Authority, and the Blacksburg Chamber of Commerce; and

WHEREAS, Bill Sterrett stressed the importance of hard work and a quality education, with many Virginia Tech alumni in the Sterrett family, in addition to their establishment of the William M. Sterrett, Sr. Scholarship Fund designated for the children of Virginia Tech staff members working in Facilities or the Office of the University Architect; and

WHEREAS, the university facilities complex located on the south side of campus was named in honor of Bill Sterrett, Sr. in 1999; and

WHEREAS, the campus would benefit greatly from a directional sign to assist with way-finding for visitors to the Sterrett Facilities Complex and the Southgate Center;

NOW, THEREFORE, BE IT RESOLVED, that in honor of William M. Sterrett, Sr. for his effective commitment to the university, that the street from Southgate Drive to the Sterrett Facilities Complex be henceforth known as

Sterrett Drive

RECOMMENDATION:

That the above resolution be approved.

March 31, 2008

**RESOLUTION NAMING
ONE MEN'S BASKETBALL PLAYER'S CUSTOM WOODEN LOCKER
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Darrell Caldwell is a proud alumnus of Virginia Polytechnic Institute and State University, Class of 1979; and

WHEREAS, Darrell and Terri Caldwell have been enthusiastic and loyal supporters of Virginia Tech and its athletic programs; and

WHEREAS, Darrell and Terri Caldwell have been faithful members of the Virginia Tech Athletic Fund; and

WHEREAS, Darrell and Terri Caldwell have contributed over \$25,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics and have pledged \$50,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics and the basketball practice complex facility;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to Darrell and Terri Caldwell for their generosity toward Virginia Tech and the Department of Athletics, that one men's basketball player's custom wooden locker be known henceforth as

The Darrell and Terri Caldwell Locker

RECOMMENDATION:

That the above resolution naming the Darrell and Terri Caldwell Locker be approved.

March 31, 2008

**RESOLUTION NAMING
ONE MEN'S BASKETBALL PLAYER'S CUSTOM WOODEN LOCKER
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Darrell Caldwell is a proud alumnus of Virginia Polytechnic Institute and State University, Class of 1979; and

WHEREAS, Darrell and Terri Caldwell have been enthusiastic and loyal supporters of Virginia Tech and its athletic programs; and

WHEREAS, Darrell and Terri Caldwell have been faithful members of the Virginia Tech Athletic Fund; and

WHEREAS, Darrell and Terri Caldwell have contributed over \$25,000 to the Campaign for Virginia Tech: Invent the Future in support of the Department of Athletics and have pledged \$50,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics and the basketball practice complex facility; and

WHEREAS, Darrell and Terri Caldwell wish to honor Darrell's parents, Donald and Betty Caldwell, for their long-term commitment to the men's basketball program by naming one men's basketball player's custom wooden locker in their honor;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to Darrell and Terri Caldwell for their generosity toward Virginia Tech and the Department of Athletics, that one men's basketball player's custom wooden locker be known henceforth as

The Donald and Betty Caldwell Locker

RECOMMENDATION:

That the above resolution naming the Donald and Betty Caldwell Locker be approved.

March 31, 2008

**RESOLUTION NAMING
COPY ROOM AND KITCHEN
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Darrell Caldwell is a proud alumnus of Virginia Polytechnic Institute and State University, Class of 1979; and

WHEREAS, Darrell and Terri Caldwell have been enthusiastic and loyal supporters of Virginia Tech and its athletic programs; and

WHEREAS, Darrell and Terri Caldwell have been faithful members of the Virginia Tech Athletic Fund; and

WHEREAS, Darrell and Terri Caldwell have contributed over \$25,000 to the Campaign for Virginia Tech: Invent the Future in support of the Department of Athletics and have pledged an additional \$50,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics and the basketball practice complex facility; and

WHEREAS, Darrell and Terri Caldwell wish to honor Darrell's father, Donald M. Caldwell, for his long-term service and commitment to the men's basketball operations staff by naming the Copy Room and Kitchen for him;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to Darrell and Terri Caldwell for their generosity toward Virginia Tech and the Department of Athletics, the Copy Room and Kitchen be known henceforth as

The Donald M. Caldwell Copy Room and Kitchen

RECOMMENDATION:

That the above resolution naming the Donald M. Caldwell Copy Room and Kitchen be approved.

March 31, 2008

**RESOLUTION NAMING THE
EQUIPMENT ROOM
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Gregory C. Godsey is a proud alumnus of Virginia Polytechnic Institute and State University, Class of 1986; and

WHEREAS, Gregory C. Godsey has been an enthusiastic and loyal supporter of Virginia Tech and its athletic programs; and

WHEREAS, Gregory C. Godsey has been a faithful member of the Virginia Tech Athletic Fund; and

WHEREAS, Gregory C. Godsey has pledged \$100,000 to the Campaign for Virginia Tech: Invent the Future, committing \$50,000 to the Department of Athletics and the basketball practice complex facility; and

WHEREAS, Gregory C. Godsey would like to honor his parents, Roie M. and Eleanor A. Godsey, for their long-term love and commitment to Virginia Polytechnic Institute and State University by naming the Equipment Room in their memory;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to Gregory C. Godsey for his generosity toward Virginia Tech and the Department of Athletics, the Equipment Room be known henceforth as

The Equipment Room – In Memory of Roie M. and Eleanor A. Godsey

RECOMMENDATION:

That the above resolution naming the Equipment Room in memory of Roie M. and Eleanor A. Godsey be approved.

March 31, 2008

**RESOLUTION NAMING
MEN'S BASKETBALL DIRECTOR OF OPERATIONS OFFICE
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Larry A. and Betty L. Heaton have been enthusiastic and loyal supporters of Virginia Tech and its athletic programs; and

WHEREAS, Larry A. and Betty L. Heaton have been faithful members of the Virginia Tech Athletic Fund; and

WHEREAS, Larry A. and Betty L. Heaton have pledged \$50,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics and the basketball practice complex facility; and

WHEREAS, Larry A. and Betty L. Heaton wish to recognize their sons, Daniel Heaton and Matt Heaton, Class of 2007 and 2010, respectively;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to Larry A. and Betty L. Heaton for their generosity toward Virginia Tech and the Department of Athletics, the Men's Basketball Director of Operations Office be known henceforth as

The Men's Basketball Director of Operations Office – Given by Larry A. and Betty L. Heaton in honor of Daniel Heaton '07 and Matt Heaton '10

RECOMMENDATION:

That the above resolution naming the Men's Basketball Director of Operations Office as given by Larry A. and Betty L. Heaton in honor of Daniel Heaton (Class of 2007) and Matt Heaton (Class of 2010) be approved.

March 31, 2008

**RESOLUTION NAMING THE
MEN'S BASKETBALL EDIT / FILM ROOM
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, the Maryland Hokie Club has been an enthusiastic and loyal supporter of Virginia Tech and its athletic programs; and

WHEREAS, the Maryland Hokie Club has been a faithful member of the Virginia Tech Athletic Fund; and

WHEREAS, the Maryland Hokie Club has contributed over \$25,000 to the Campaign for Virginia Tech: Invent the Future in support of the Department of Athletics, pledging and additional \$50,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics and the basketball practice complex facility;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to the Maryland Hokie Club for their generosity toward Virginia Tech and the Department of Athletics, the Men's Basketball Edit / Film Room be known henceforth as

The Maryland Hokie Club Men's Basketball Edit / Film Room

RECOMMENDATION:

That the above resolution naming the Maryland Hokie Club Men's Basketball Edit / Film Room be approved.

March 31, 2008

**RESOLUTION NAMING
PHILIP MORRIS USA INTERVIEW ROOM
IN THE SMITH CAREER CENTER OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Philip Morris USA has been an active and loyal corporate supporter of Virginia Tech programs for many years; and

WHEREAS, the company has demonstrated its generous philanthropic philosophy, supporting the university with program funding for multiple university programs and initiatives; and

WHEREAS, Philip Morris encourages individual philanthropy among their employees by sustaining its corporate matching gift program through their corporate foundation; and

WHEREAS, the company has demonstrated its belief in the importance of higher education and its confidence in Virginia Tech students through its partnership with the university's Office of Career Services; and

WHEREAS, the corporation has been an active and consistent participant in the university's recruitment programs, career fairs and other career service related endeavors, creating significant employment opportunities for students and alumni; and

WHEREAS, Philip Morris has charitably donated funds to support the mission of the Office of Career Services at Virginia Tech;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to Philip Morris USA for their extraordinary generosity and vision, interview room number 4 housed in the Career Services Building will be individually acknowledged as the

Interview Room sponsored by Philip Morris USA

RECOMMENDATION:

That the above resolution naming the Philip Morris USA Interview Room be approved.

March 31, 2008

**RESOLUTION NAMING
ONE WOMEN'S BASKETBALL PLAYER'S CUSTOM WOODEN LOCKER
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, the Pulaski County Hokie Club has been an enthusiastic and loyal supporter of Virginia Tech and its athletic programs; and

WHEREAS, the Pulaski County Hokie Club has been a faithful member of the Virginia Tech Athletic Fund; and

WHEREAS, the Pulaski County Hokie Club has contributed over \$25,000 to the Campaign for Virginia Tech: Invent the Future in support of the Department of Athletics, pledging an additional \$30,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics and the basketball practice complex facility;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to the Pulaski County Hokie Club for their generosity toward Virginia Tech and the Department of Athletics, that one women's basketball player's custom wooden locker be known henceforth as

The Pulaski County Hokie Club Locker

RECOMMENDATION:

That the above resolution naming the Pulaski County Hokie Club Locker be approved.

March 31, 2008

**RESOLUTION NAMING
ONE MEN'S BASKETBALL PLAYER'S CUSTOM WOODEN LOCKER
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF VIRGINIA POLYTECHNIC
INSTITUTE AND STATE UNIVERSITY**

WHEREAS, the Pulaski County Hokie Club has been an enthusiastic and loyal supporter of Virginia Tech and its athletic programs; and

WHEREAS, the Pulaski County Hokie Club has been a faithful member of the Virginia Tech Athletic Fund; and

WHEREAS, the Pulaski County Hokie Club has contributed over \$25,000 to the Campaign for Virginia Tech: Invent the Future in support of the Department of Athletics, pledging an additional \$30,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics and the basketball practice complex facility;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to the Pulaski County Hokie Club for their generosity toward Virginia Tech and the Department of Athletics, that one men's basketball player's custom wooden locker be known henceforth as

The Pulaski County Hokie Club Locker

RECOMMENDATION:

That the above resolution naming the Pulaski County Hokie Club Locker be approved.

March 31, 2008

**RESOLUTION NAMING
ONE MEN'S BASKETBALL ASSISTANT COACH'S OFFICE
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Carl and Cheryl Rosberg have been enthusiastic and loyal supporters of Virginia Tech and its athletic programs; and

WHEREAS, Carl and Cheryl Rosberg have been faithful members of the Virginia Tech Athletic Fund; and

WHEREAS, Carl and Cheryl Rosberg have contributed over \$95,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics, and have pledged an additional \$100,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics and the basketball practice complex facility;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to Carl and Cheryl Rosberg for their generosity toward Virginia Tech and the Department of Athletics, one Men's Basketball Assistant Coach's Office be known henceforth as

The Carl and Cheryl Rosberg Men's Basketball Assistant Coach's Office

RECOMMENDATION:

That the above resolution naming the Carl and Cheryl Rosberg Men's Basketball Assistant Coach's Office be approved.

March 31, 2008

**RESOLUTION NAMING
THE JEAN RUSSELL QUIBLE TECHNICAL SERVICES AREA
AT NEWMAN LIBRARY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Mr. F. Richard Quible is a 1953 graduate of Virginia Tech's College of Engineering; and

WHEREAS, Mr. Quible and his wife, Jean, have given extensive service to the university as volunteer leaders with active involvement for many years; and

WHEREAS, Dick and Jean Quible are avid and enthusiastic Hokie fans, making numerous contributions to Virginia Tech's athletic programs, in addition to other university program areas; and

WHEREAS, the Quibles value the importance of a quality education and the role of libraries in achieving academic success for all students; and

WHEREAS, Dick and Jean serve with pride and distinction as Co-Chairs of the University Libraries Campaign Steering Committee for the Campaign for Virginia Tech: Invent the Future, committing \$250,000 to endow a critical library function responsible for purchasing, receiving, cataloging, and preparing all materials in the various library collections to make them available for the benefit of all users; and

WHEREAS, Mrs. Jean Quible was a faithful and dedicated staff member in the Technical Services division of the Newman Library for nearly 30 years, and continues to support library initiatives with her wise counsel drawn from her invaluable experience;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to Dick and Jean Quible for their philanthropic support and university involvement, and in honor of Jean's many years of service to the Newman Library, that the Technical Services Area located on the sixth floor of Newman Library be henceforth known as the

Jean Russell Quible Technical Services Area

RECOMMENDATION:

That the above resolution be approved.

March 31, 2008

**RESOLUTION NAMING
ONE WOMEN'S BASKETBALL PLAYER'S CUSTOM WOODEN LOCKER
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Jeff and Christie Veatch are proud alumni of Virginia Polytechnic Institute and State University, Classes of 1993 and 1994, respectively; and

WHEREAS, Jeff and Christie Veatch have been enthusiastic and loyal supporters of Virginia Tech and its athletic programs; and

WHEREAS, Jeff and Christie Veatch have been faithful members of the Virginia Tech Athletic Fund; and

WHEREAS, Jeff and Christie Veatch have contributed over \$100,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics, gifting \$30,000 to the basketball practice complex facility; and

WHEREAS, Jeff and Christie Veatch would like to honor their daughter, Lindsey Veatch, by naming one women's basketball player's custom wooden locker in her honor; and

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to Jeff and Christie Veatch for their generosity toward Virginia Tech and the Department of Athletics, that one women's basketball player's custom wooden locker be known henceforth as

The Lindsey Veatch Locker

RECOMMENDATION:

That the above resolution naming the Lindsey Veatch Locker be approved.

March 31, 2008

**RESOLUTION NAMING
ONE WOMEN'S BASKETBALL PLAYER'S CUSTOM WOODEN LOCKER
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Jeff and Christie Veatch are proud alumni of Virginia Polytechnic Institute and State University, Classes of 1993 and 1994, respectively; and

WHEREAS, Jeff and Christie Veatch have been enthusiastic and loyal supporters of Virginia Tech and its athletic programs; and

WHEREAS, Jeff and Christie Veatch have been faithful members of the Virginia Tech Athletic Fund; and

WHEREAS, Jeff and Christie Veatch have contributed over \$100,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics, gifting \$30,000 to the basketball practice complex facility; and

WHEREAS, Jeff and Christie Veatch would like to honor their daughter, Sydney Veatch, by naming one women's basketball player's custom wooden locker in her honor;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to Jeff and Christie Veatch for their generosity toward Virginia Tech and the Department of Athletics, that one women's basketball player's custom wooden locker be known henceforth as

The Sydney Veatch Locker

RECOMMENDATION:

That the above resolution naming the Sydney Veatch Locker be approved.

March 31, 2008

**RESOLUTION NAMING
ONE MEN'S BASKETBALL PLAYER'S CUSTOM WOODEN LOCKER
IN THE
BASKETBALL PRACTICE COMPLEX FACILITY OF
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**

WHEREAS, Jeff and Christie Veatch are proud alumni of Virginia Polytechnic Institute and State University, Classes of 1993 and 1994, respectively; and

WHEREAS, Jeff and Christie Veatch have been enthusiastic and loyal supporters of Virginia Tech and its athletic programs; and

WHEREAS, Jeff and Christie Veatch have been faithful members of the Virginia Tech Athletic Fund; and

WHEREAS, Jeff and Christie Veatch have contributed over \$100,000 to the Campaign for Virginia Tech: Invent the Future on behalf of the Department of Athletics, gifting \$30,000 to the basketball practice complex facility; and

WHEREAS, Jeff and Christie Veatch would like to honor their son, Tyler Veatch, by naming one men's basketball player's custom wooden locker in his honor;

NOW, THEREFORE, BE IT RESOLVED, that in appreciation to Jeff and Christie Veatch for their generosity toward Virginia Tech and the Department of Athletics, that one men's basketball player's custom wooden locker be known henceforth as

The Tyler Veatch Locker

RECOMMENDATION:

That the above resolution naming the Tyler Veatch Locker be approved.

March 31, 2008

DESCRIPTION OF FACULTY PERSONNEL CHANGES

(Prepared by Department of Human Resources)

I. FACULTY PERSONNEL & SALARY CHANGES

This section includes new appointments and changes in appointments for the general faculty, including faculty in the colleges and in the library, and for administrative and professional faculty in all areas under educational and general funding.

A. New Appointments

This section includes documentation of all new faculty appointments for the positions noted above. Some appointments, for example visiting faculty, may be “restricted” with a fixed-term appointment. If a senior-level appointment (Associate or Full Professor) is to be made with tenure, it is so noted.

B. Adjustments in Appointment and/or Salary

This section includes a listing and brief explanation of all off-cycle salary adjustments, conversion of positions from classified to faculty status, changes in the percent of employment (example: 50% to 75%), etc.

II. SPONSORED RESEARCH FACULTY

Section II documents appointments and changes to faculty positions funded by sponsored grants and contracts. These positions are usually “restricted” with a fixed-term appointment. Occasionally, appointments may be designated as regular (non-restricted) and will be noted as such.

A. New Appointments

This section includes appointments such as Visiting Assistant Professor, Professional Lecturer, or Instructor, as well as any of the various “Special Research-Ranked Faculty” titles, such as Research Associate, Postdoctoral Associate, or Research Scientist. Faculty appointed to these positions are funded from sponsored grants and contracts on one-year or multi-year appointments, which may be renewed depending on availability of funding, need for services, and performance.

B. Adjustments in Appointment and/or Salary

This section contains annual merit adjustments for faculty not included in the special research-ranked positions, changes in rank, special adjustments made for equity, funding availability, or changes in job responsibilities, and similar changes. Also included are adjustments in the percentage of employment and reappointments.

FACULTY PERSONNEL CHANGES

March 30-31, 2008

TEACHING AND RESEARCH FACULTY**NEW APPOINTMENTS**

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>Agriculture & Life Sciences</u>					
Cox, Heather	Instructor	Human Nutrition, Foods, and Exercise	25-Dec-07	100 \$	55,000
Moore, Donna	Assistant Professor	Agriculture and Extension Education	10-Aug-08	100 \$	65,000
Scott, Durelle	Assistant Professor	Biological Systems Engineering	10-Aug-08	100 \$	80,000
Williams, Bonita	Assistant Professor	State 4-H Office	10-Feb-08	100 \$	70,000
<u>Architecture & Urban Studies</u>					
Altun, Sedef	Visiting Assistant Professor-Rstr	School of Architecture and Design	3-Dec-07	100 \$	60,000
Choi, Sang	Assistant Professor	School of Public and International Affairs	10-Aug-08	100 \$	65,000
Cook, Brian	Professor-Tenured	School of Public and International Affairs	10-Aug-08	100 \$	93,500
Danielsen-Lang, Karen	Assistant Professor	School of Public and International Affairs	10-Aug-08	100 \$	66,500
McCoy, Andrew	Assistant Professor	Building Construction	10-Aug-08	100 \$	70,000
<u>Business</u>					
Bagchi, Rajesh	Assistant Professor	Marketing	10-Aug-08	100 \$	124,000
Gove, Steve	Assistant Professor	Management	10-Aug-08	100 \$	132,000
Jones, Richard	Instructor-Rstr	Business Information Technology	10-Aug-08	100 \$	84,000
Magnini, Vincent	Assistant Professor	Hospitality and Tourism Management	10-Aug-08	100 \$	90,000
Phillips, T. Nichole	Assistant Professor	Management	10-Aug-08	100 \$	124,000
Seref, Onur	Assistant Professor	Business Information Technology	10-Aug-08	100 \$	125,000
Seth, Anju	Professor-Tenured/ Dept Head	Management	10-Aug-08	100 \$	225,000
Singal, Manisha	Assistant Professor	Hospitality and Tourism Management	10-Aug-08	100 \$	95,000
<u>Engineering</u>					
Baker, Joseph	Assistant Professor	Electrical and Computer Engineering	25-Mar-08	100 \$	84,665
Green, Russell	Associate Professor-Tenured	Civil and Environmental Engineering	10-Aug-08	100 \$	94,400
Mahmoodi, Seyed	Visiting Assistant Professor-Rstr	Mechanical Engineering	14-Jan-08	100 \$	55,000
Morgan, Abby	Assistant Professor	Materials Science and Engineering/ Chemical Engineering	10-Feb-08	100 \$	74,500
Pruden, Amy	Associate Professor-Tenured	Civil and Environmental Engineering	10-Aug-08	100 \$	94,750
<u>Liberal Arts & Human Sciences</u>					
Abiragi, Anthony	Assistant Professor	Foreign Languages and Literatures	10-Aug-08	100 \$	52,000
Gudmestad, Aarnes	Assistant Professor	Foreign Languages and Literatures	10-Aug-08	100 \$	52,000
Heaton, Matthew	Assistant Professor	History	10-Aug-08	100 \$	58,000
Mackay, Jenn	Assistant Professor	Communication Studies	10-Aug-08	100 \$	55,000
Sierra, Sarah	Assistant Professor	Foreign Languages and Literatures	10-Aug-08	100 \$	52,000
Stoudt, Debra	Professor-Tenured/Assoc Dean	Dean of Liberal Arts and Human Sciences	4-Jan-08	100 \$	122,000
<u>Science</u>					
Gebremariam, Gebremeskel	Instructor-Rstr	Economics	25-Dec-07	100 \$	62,500
House, Leanna	Assistant Professor	Statistics	10-Aug-08	100 \$	75,000
Reineke, Theresa	Associate Professor-Tenured	Chemistry	25-Apr-08	100 \$	120,000
Scharf, Birgit	Assistant Professor	Biological Sciences	25-Sep-08	100 \$	64,000
Tsang, Kwok	Assistant Professor	Economics	10-Aug-08	100 \$	85,000

continued

TEACHING AND RESEARCH FACULTY***NEW APPOINTMENTS***

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>Veterinary Medicine</u>					
Adams, M. Norris	Clinical Assistant Professor	Equine Medical Center	1-Jan-08	100 \$	160,000
Weinstein, Nicole	Clinical Assistant Professor	Biomedical Sciences & Pathobiology	1-Jun-08	100 \$	93,500

TEACHING AND RESEARCH FACULTY**ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>Agriculture & Life Sciences</u>					
Bianchi, Laurie	Instructor	Human Nutrition Foods and Exercise	25-Dec-07	100 \$	55,000
Liu, Dongmin	Assistant Professor	Human Nutrition Foods and Exercise	10-Aug-07	100 \$	97,315
<u>Architecture & Urban Studies</u>					
Emmons, Paul	Associate Professor	College of Architecture and Urban Studies	25-Nov-07	100 \$	73,978
Nugent, Elizabeth	Instructor	Art and Art History	25-Dec-07	100 \$	53,978
Rohr, John	Professor	School of Public and International Affairs	25-Nov-07	100 \$	117,058
Schnoedt, Heinrich	Associate Professor	School of Architecture and Design	25-Nov-07	100 \$	71,748
<u>Business</u>					
Couture, Pierre	Instructor	Hospitality and Tourism Management	25-Nov-07	100 \$	57,197
Giles, Christopher	Instructor	Finance, Insurance, and Business Law	25-Dec-07	100 \$	48,000
Matheson, Lance	Associate Professor	Business Information Technology	25-Oct-07	100 \$	120,200
			6-Nov-07	100 \$	110,000
Patterson, Douglas	Professor	Finance, Insurance, and Business Law	10-Aug-07	100 \$	120,050
<u>Engineering</u>					
Adel, Gregory	Professor/ Interim Dept Head	Mining and Minerals Engineering	25-Feb-08	100 \$	151,189
Edwards, Marc	Professor	Civil and Environmental Engineering	25-Nov-07	100 \$	140,000
Griffin, Jr., Odis	Professor	Engineering Education	25-Jan-08	100 \$	170,000
Hobeika, Antoine	Professor	Civil and Environmental Engineering	25-Dec-07	100 \$	157,666
Kirk, Gordon	Professor	Mechanical Engineering	10-Dec-07	100 \$	137,583
Lohani, Vinod	Associate Professor	Engineering Education	25-Oct-07	100 \$	86,658
			6-Nov-07	100 \$	78,780
Raman, Sanjay	Associate Professor	Electrical and Computer Engineering	25-Nov-07	100 \$	159,971
Singh, Mahendra	Professor	Engineering Science and Mechanics	13-Nov-07	100 \$	175,922
Tafti, Danesh	Professor	Mechanical Engineering	10-Dec-07	100 \$	121,066
Wang, Yue	Professor	Electrical and Computer Engineering	25-Nov-07	100 \$	154,116
<u>Liberal Arts & Human Sciences</u>					
Alexander, Michael	Visiting Assistant Professor-Rstr	History	25-Dec-07	100 \$	37,000
Becker, Gertrude	Instructor	Interdisciplinary Studies	10-Aug-07	100 \$	27,022
Graves, Ellington	Advanced Instructor	Sociology	25-Dec-07	100 \$	53,247
Henderson, Jennifer	Instructor-Rstr	Interdisciplinary Studies	25-Dec-07	75 \$	26,250
Jarrott, Shannon	Associate Professor	Human Development	10-Jan-08	100 \$	76,375
Kucinski, Joanna	Visiting Assistant Professor-Rstr	History	10-Nov-08	100 \$	35,000
Marcoux, Christopher	Visiting Assistant Professor-Rstr	Political Science	25-Dec-07	100 \$	48,000
Natter, Wolfgang	Professor	Political Science	10-Jan-08	100 \$	125,157
Singh, Kusum	Professor	School of Education	14-Jan-08	100 \$	132,377
Snizek, William	Professor/ Assoc Dean	Dean, College of Liberal Arts and Human Sciences	1-Jul-07	100 \$	170,352
<u>Natural Resources</u>					
Egertsdotter, Else-Marie	Associate Professor	Forestry	10-Jan-08	50 \$	38,973
Fox, Thomas	Associate Professor	Forestry	10-Jan-08	100 \$	112,200
Frimpong, Emmanuel	Assistant Professor	Fisheries and Wildlife	10-Dec-07	100 \$	66,000

continued

TEACHING AND RESEARCH FACULTY***ADJUSTMENTS***

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>Science</u>					
Deck, Paul	Associate Professor	Chemistry	25-Dec-07	100 \$	75,500
Green, Edward	Professor	Mathematics	25-Feb-08	100 \$	134,444
Via, Jerry	Instructor	Biological Sciences	25-Oct-07	100 \$	82,965
			6-Nov-07	100 \$	75,423
Read, J. Fred	Professor	Geosciences	25-Nov-07	100 \$	133,333
Winkel, Brenda	Professor	Biological Sciences	10-Aug-07	100 \$	99,483
<u>Veterinary Medicine</u>					
Purswell, Beverly	Professor	Large Animal Clinical Sciences	25-Dec-07	100 \$	117,200
Troy, Gregory	Professor	Small Animal Clinical Sciences	25-Dec-07	100 \$	163,100

ADMINISTRATIVE AND PROFESSIONAL**NEW APPOINTMENTS**

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>Agriculture & Life Sciences</u>					
Bunn, Travis	Associate Extension Agent	VA Cooperative Extension	10-Nov-07	100	\$ 34,000
Callen, Shanta	Associate Extension Agent	VA Cooperative Extension	25-Oct-07	100	\$ 37,500
Camm, Kevin	Associate Extension Agent	VA Cooperative Extension	10-Dec-07	100	\$ 33,000
Davis, Jillian	Associate Extension Agent	VA Cooperative Extension	25-Jan-08	100	\$ 38,000
Farthing, Duane	Associate Extension Agent	VA Cooperative Extension	25-Jan-08	100	\$ 40,500
Haycox, Jennifer	Associate Extension Agent	VA Cooperative Extension	25-Jan-08	100	\$ 36,000
Kloetzli, Cathryn	Associate Extension Agent	VA Cooperative Extension	10-Dec-07	100	\$ 42,500
Lawson, Rayna	Associate Extension Agent	VA Cooperative Extension	10-Dec-07	100	\$ 33,000
Nedza, Tracy	Associate Extension Agent	VA Cooperative Extension	10-Nov-07	100	\$ 44,000
Pratt, Charles	Associate Extension Agent	VA Cooperative Extension	10-Dec-07	100	\$ 34,000
Ridings, Karen	Associate Extension Agent	VA Cooperative Extension	25-Jan-08	100	\$ 53,000
Riggs, Morgan	Associate Extension Agent	VA Cooperative Extension	25-Nov-07	100	\$ 34,000
Tritz, Julie	Associate Extension Agent	VA Cooperative Extension	25-Nov-07	100	\$ 41,500
Truong, Huyen	Project Associate-Rstr	VA Cooperative Extension	25-Jan-08	100	\$ 36,500
Watson, Kathleen	Associate Extension Agent	VA Cooperative Extension	10-Feb-08	100	\$ 42,000
White, Morris	Associate Extension Agent	VA Cooperative Extension	10-Nov-07	100	\$ 38,000
<u>Business</u>					
Evans, Waverly	Advisor/ Instructor	Marketing	25-Dec-07	100	\$ 48,000
<u>Dean of Libraries</u>					
Dubnjakovic, Ana	Instructor	University Libraries	8-Oct-07	100	\$ 41,000
<u>Provost</u>					
Halsey, Mark	Director of Administration and Operations, Distance Learning and Summer Sessions	Distance Learning and Summer Sessions	3-Dec-07	100	\$ 75,000
McGlothlin-Lester, Marlena	Academic Advisor-Rstr	University Studies	28-Jan-08	100	\$ 35,000
Selberg-Eaton, Renee	Academic Advisor-Rstr	University Studies	14-Jan-08	100	\$ 35,000
Williams, Eric	Director	Multicultural Academic Opportunities Program	10-Dec-07	100	\$ 60,000
<u>Vice President for Administrative Services</u>					
Coleman, Michael	Associate Vice President for Facilities	Facilities Administration	18-Feb-08	100	\$ 180,000
Irvin, Hal	Associate Vice President for Human Resources	Human Resources	1-Mar-08	100	\$ 18,000
					\$ 175,000
					\$ 20,000
King, Angela	Associate Director for Benefits	Human Resources	25-Jan-08	100	\$ 83,000
Osburn, Wanda	Case Manager/Program Coordinator-Rstr	Human Resources	28-Jan-08	100	\$ 52,000
<u>Vice President for Development</u>					
Lawson, Christopher	Associate Director of Development for the College of Engineering	University Development	2-Jan-08	100	\$ 67,000

continued

ADMINISTRATIVE AND PROFESSIONAL**NEW APPOINTMENTS**

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>Vice President for Research</u>					
Geikler, John	Senior Licensing Associate-Rstr	University Tech Transfer	7-Jan-08	100 \$	95,000
Miller, Michael	Senior Manager, Technology Licensing-Rstr	University Tech Transfer	7-Jan-08	100 \$	110,000
<u>Vice President for Student Affairs</u>					
Durbin, Cherie	Parent Relations-Rstr	Dean of Students Office	28-Jan-08	100 \$	42,000
Epperson, Anna	Counselor	Cook Counseling Center	1-Feb-08	100 \$	45,000
Jimenez, Nannette	Judicial Coordinator-Rstr	Judicial Affairs	3-Dec-07	100 \$	37,000
Phillips, Brandon	Clinical Psychologist	Cook Counseling Center	4-Feb-08	100 \$	53,500
Smith, Deborah	Academic Coach/Counselor-Rstr	Services for Students with Disabilities	8-Oct-07	100 \$	40,000
Sturgis, Ellie	Clinical Psychologist	Cook Counseling Center	4-Feb-08	100 \$	67,500
Teague, Whitney	Coordinator of Aquatic and Instructional Programs	Recreational Sports	25-Jan-08	100 \$	32,000
Williams, Sarah	Staff Psychiatrist	Cook Counseling Center	16-Jan-08	50 \$	58,333

ADMINISTRATIVE AND PROFESSIONAL**ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>Agriculture & Life Sciences</u>					
Daniel, Donna	Associate Extension Agent	VA Cooperative Extension	25-Oct-07	100 \$	44,500
Estienne, Cynthia	Extension Agent	VA Cooperative Extension	10-Nov-07	100 \$	40,300
Hairston, Shewana	Extension Agent	VA Cooperative Extension	25-Nov-07	100 \$	39,206
Hauerland, Shelley	Associate Extension Agent	VA Cooperative Extension	25-Jan-08	100 \$	36,000
Hicks, Lloyd	4-H Project Manager	VA Cooperative Extension	10-Nov-07	100 \$	62,000
Maguire, Elizabeth	Associate Extension Agent	VA Cooperative Extension	25-Oct-07	100 \$	37,887
Nansel, Carol	Extension Agent	VA Cooperative Extension	13-Sep-07	100 \$	53,985
Rosson, Charles	Associate Extension Agent	VA Cooperative Extension	10-Oct-07	100 \$	47,425
Smith, Christopher	Program Director	VA Cooperative Extension	25-Jan-08	100 \$	43,625
Sutphin, Cathy	Interim Associate Director, 4-H	CALS Extension	2-Oct-07	100 \$	91,888
Thompson, Jennifer	Associate Extension Agent	VA Cooperative Extension	10-Oct-07	100 \$	38,000
Totten, Tadashi	Associate Extension Agent	VA Cooperative Extension	25-Jan-08	100 \$	36,000
Wages, Joan	Associate Specialist	CALS Extension	15-Sep-07	100 \$	48,120
Whittington, Robyn	Associate Extension Agent	VA Cooperative Extension	25-Oct-07	100 \$	35,000
Whittle, Jr., William	Extension Agent	VA Cooperative Extension	13-Sep-07	100 \$	62,249
Woods, Roy	Director, IT & Distance Education	AHNR Information Technology	10-Oct-07	100 \$	97,194
			25-Nov-07	100 \$	101,082
<u>Athletics</u>					
Brizendine, Michael	Assistant Men's Soccer Coach	Athletics	29-Feb-08	100 \$	43,282
Burke, Megan	Assistant Lacrosse Coach	Athletics	10-Dec-07	100 \$	28,000
Cantley, Stacy	Assistant Women's Basketball Coach	Athletics	1-Jan-08	100 \$	70,013
Cavanaugh, James	Assistant Football Coach	Athletics	1-Jan-08	100 \$	196,477
Foster, Robert	Defensive Coordinator	Athletics	1-Jan-08	100 \$	299,728
			1-Jan-08	100 \$	350,000
Gentry, Michael	Assistant Athletic Director for Athletic Performance	Athletics	1-Jan-08	100 \$	135,084
Gray, Torrian	Assistant Football Coach	Athletics	1-Jan-08	100 \$	127,116
Greenman, Shellie	Assistant Women's Basketball Coach	Athletics	1-Jan-08	100 \$	90,176
Hart, Natalie	Director of NCAA Initiatives and Diversity Management for Athletics	Athletics	10-Jan-08	100 \$	50,000
Hite, William	Associate Head Football Coach	Athletics	1-Jan-08	100 \$	224,385
Newsome, Curtis	Assistant Football Coach	Athletics	1-Jan-08	100 \$	150,255
O'Cain, Michael	Assistant Football Coach	Athletics	1-Jan-08	100 \$	187,534
Riley, Christopher	Head Volleyball Coach	Athletics	29-Feb-08	100 \$	63,500
Sherman, Kevin	Assistant Football Coach	Athletics	1-Jan-08	100 \$	150,228
Stinespring, Bryan	Offensive Coordinator	Athletics	1-Jan-08	100 \$	242,776
Weaver, James	Director of Athletics	Athletics	1-Jan-08	100 \$	345,211
Weiss, Oliver	Head Men's Soccer Coach	Athletics	29-Feb-08	100 \$	74,418
Wiles, Charles	Assistant Football Coach	Athletics	1-Jan-08	100 \$	181,435
<u>Engineering</u>					
Boone, Christi	Director of Academic Support Programs	Engineering Academic Affairs	25-Jan-08	100 \$	59,000

continued

ADMINISTRATIVE AND PROFESSIONAL**ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>President</u>					
Folkerts, Otto	Associate Director, Technology Development	Virginia Bioinformatics Institute	1-Jul-07	100	\$ 160,680
			25-Nov-07	100	\$ 166,607
Lanham, Katherine McCoy, Heidi	Director, Arts Initiative	Senior Fellow for Resource Development	1-Jan-08	100	\$ 166,607
	Director of Business Affairs, Office of the President	Office of the President	25-Oct-07	100	\$ 50,000
Poole, Jay	Director, Office of Recovery and Support-Rstr	Office of Recovery and Support	25-Jan-08	100	\$ 77,525
			25-Jan-08	100	\$ 104,000
<u>Provost</u>					
Benningfield, Anna Beth	Special Assistant to the Provost	Office of the Provost	1-Oct-07	75	\$ 60,000
			10-Jan-08	100	\$ 80,000
<u>Provost</u>					
Giglio, James	Academic Advisor	University Studies	10-Jan-07	100	\$ 36,500
Johnson, Mildred	Acting Director of Undergraduate Admissions	Undergraduate Admissions	2-Jan-08	100	\$ 85,000
Lind, Melissa	Victim Advocate	Women's Center	25-Nov-07	100	\$ 29,900
Thompson, Jody	Assistant Director for College Transition Programs	Center for Academic Enrichment and Excellence	1-Feb-08	100	\$ 38,000
<u>Vice President for Administrative Services</u>					
Eichhorn, Lynn	Executive Director, Planning, Construction, and Design	Building Repair and Maintenance	25-Nov-07	100	\$ 107,000
Hogan, Amy	Leadership and Professional Development Consultant	University Leadership Development	25-Nov-07	100	\$ 57,200
Wilson, Sherwood	Vice President for Administrative Services	Vice President for Administrative Services	10-Jan-08	100	\$ 235,000
<u>Vice President for Finance and Chief Financial Officer</u>					
Bowles, Jr., Melvin	Acting Director of Internal Audit	Internal Audit	10-Dec-07	100	\$ 94,580
Cartwright, Mark	Supplier Diversity Manager	Purchasing	25-Jan-08	100	\$ 74,750
Rudd, John	Director of Financial Planning	Vice President for Finance and Chief Financial Officer	25-Nov-07	100	\$ 124,613
Shelton, Millard	Vice President for Finance and Chief Financial Officer	Vice President for Finance and Chief Financial Officer	10-Jan-08	100	\$ 246,000
<u>Vice President for Development</u>					
Meacham, Vernon	Interim Director of Development College of Agriculture and Life	University Development	1-Dec-07	100	\$ 84,132
Seaman, Douglas	Director of Development for University Libraries	University Development	19-Oct-07	100	\$ 47,500

continued

ADMINISTRATIVE AND PROFESSIONAL**ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>Vice President for Information Technology</u>					
Moore, Anne	Associate Vice President, Learning Technologies	Learning Technologies	25-Oct-07	100 \$	156,050
Zaldivar, Marc	Electronic Portfolio Project Manager	Learning Technologies	6-Nov-07 10-Jan-08	100 \$ 100 \$	141,864 58,000
<u>Vice President for National Capital</u>					
Sebring, David	Research Analyst	National Capital Region Operations	10-Jan-08	100 \$	82,112
<u>Vice President for Student Affairs</u>					
Arbuckle, Vicki	Assistant Director of Psychiatry Services	Cook Counseling Center	10-Oct-07	100 \$	76,735
Beecher, Greg	Associate Director for Administrative Services	University Unions and Student Activities	10-Oct-07	100 \$	55,000
Fritsch, Jon	Health Educator Senior	Schiffert Health Center	1-Oct-07	100 \$	42,777
Grimes, Matthew	Assistant Director of Residence Life	Student Programs	25-Jan-08	100 \$	42,000
Hazelwood, Sherry	Case Manager-Rstr	Dean of Students	1-Nov-07	100 \$	44,000
Hikes, Zenobia	Vice President for Student Affairs	Vice President for Student Affairs	25-Nov-07	100 \$	206,610
Reed, Scott	Senior Associate Director for Operations and Services	University Unions and Student Activities	10-Oct-07	100 \$	55,938
Schmidt, Laurie	Health Educator Senior	Schiffert Health Center	1-Oct-07	100 \$	40,150
Sparks, Rick	Assistant Dean of Students and Orientation Director	Student Orientation	10-Jan-08	100 \$	48,000
<u>Vice Provost for Outreach</u>					
Bernhard, Mark	Director, Continuing and Professional Education	Outreach Program Development	25-Dec-07	100 \$	99,800
Gruber, Nancy	Assistant Director, Finance and Human Resources Administration	Outreach Program Development	3-Dec-07	100 \$	66,500
Provo, John	Associate Director, Office of Economic Development	Office of Economic Development	10-Dec-07	100 \$	80,000
Stoneking, Dawn	Assistant Director, for Administration and Operations	Outreach Program Development	10-Dec-07	100 \$	47,972

SPECIAL RESEARCH FACULTY**NEW APPOINTMENTS**

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>Agriculture & Life Sciences</u>					
Dickinson, Sarah	Research Associate-Rstr	Horticulture	16-Oct-07	100 \$	30,000
Guan, Xiaojing	Senior Project Associate-Rstr	Animal and Poultry Sciences	10-Feb-08	100 \$	35,000
Hu, Li	Research Associate-Rstr	Alson H Smith, Jr Agricultural Research and Extension Center	15-Jan-08	100 \$	37,000
Kuhn, David	Research Associate-Rstr	Food Science and Technology	25-Dec-07	100 \$	45,000
MacFawn, David	Project Associate-Rstr	Entomology	15-Oct-07	100 \$	35,000
Marsh, Lori	Research Associate Professor-	Food Science and Technology	16-Oct-07	80 \$	60,000
Saville, Joi	Project Associate-Rstr	Animal and Poultry Sciences	10-Feb-08	100 \$	34,000
Stull, Rachael	Research Associate-Rstr	Crop and Soil Environmental Sciences	12-Nov-07	100 \$	50,000
Tiwari, Budhi	Research Associate-Rstr	Horticulture	15-Oct-07	100 \$	41,600
Wick, Abbey	Postdoctoral Associate-Rstr	Crop and Soil Environmental Sciences	1-Mar-08	100 \$	45,000
Yang, Tzu-Hsuan	Research Associate-Rstr	Dairy Science	1-Jan-08	100 \$	30,000
Zhang, Xing	Postdoctoral Associate-Rstr	Biochemistry	10-Feb-08	100 \$	35,506
Zhao, Zunyang	Postdoctoral Associate-Rstr	Dairy Science	15-Feb-08	100 \$	30,000
Zhou, Hui	Postdoctoral Associate-Rstr	Human, Nutrition, Foods, and Exercise	1-Feb-08	100 \$	37,000
<u>Engineering</u>					
Ahn, Cheolwoo	Postdoctoral Associate-Rstr	Materials Science and Engineering	10-Dec-07	100 \$	38,000
Bhatia, Manav	Postdoctoral Associate-Rstr	Aerospace and Ocean Engineering	3-Dec-07	100 \$	49,000
Borgoltz, Aurelien	Postdoctoral Associate-Rstr	Aerospace and Ocean Engineering	25-Jan-08	100 \$	40,000
Byun, Gwibo	Postdoctoral Associate-Rstr	Aerospace and Ocean Engineering	1-Dec-07	100 \$	46,000
Dang, Thi	Postdoctoral Associate-Rstr	Aerospace and Ocean Engineering	5-Dec-07	100 \$	49,000
Duggirala, Ravi	Postdoctoral Associate-Rstr	Aerospace and Ocean Engineering	10-Feb-08	100 \$	50,000
Gurav, Sham	Postdoctoral Associate-Rstr	Aerospace and Ocean Engineering	25-Jan-08	100 \$	50,000
Hacarlioglu, Pelin	Postdoctoral Associate-Rstr	Chemical Engineering	14-Dec-07	100 \$	34,500
James, Erin	Project Associate-Rstr	Biological Systems Engineering	17-Mar-08	100 \$	39,000
Liu, Wenjin	Postdoctoral Associate-Rstr	Biological Systems Engineering	1-Jan-08	100 \$	35,000
McKee, Clayton	Postdoctoral Associate-Rstr	Chemical Engineering	1-Jan-08	100 \$	42,000
Mulani, Sameer	Postdoctoral Associate-Rstr	Aerospace and Ocean Engineering	25-Feb-08	100 \$	50,000
Ozbek, Mehmet	Postdoctoral Associate-Rstr	Civil and Environmental Engineering	25-Dec-07	100 \$	44,282
Pan, Long	Postdoctoral Associate-Rstr	Computer Science	25-Jan-08	100 \$	55,000
Said, Abdel-Halim	Postdoctoral Associate-Rstr	Engineering Science and Mechanics	10-Oct-07	100 \$	43,900
Shi, Yi	Senior Research Associate-Rstr	Electrical and Computer Engineering	5-Nov-07	100 \$	43,000
Yassierli, Yassierli	Postdoctoral Associate-Rstr	Industrial and Systems Engineering	25-Jan-08	100 \$	40,000
<u>Liberal Arts and Human Sciences</u>					
Barrow, Robert	Project Associate-Rstr	Educational Research and Outreach	7-Jan-08	80 \$	31,200
<u>Natural Resources</u>					
Kozlowski, Sarah	Research Associate-Rstr	Fisheries and Wildlife Sciences	25-Nov-07	100 \$	32,000
Otey, Jennifer	Project Associate-Rstr	Forestry	1-Nov-07	100 \$	40,000
Winter, Andreas	Postdoctoral Associate-Rstr	Fisheries and Wildlife Sciences	12-Nov-07	100 \$	42,000
<u>President</u>					
Guri, Amir	Postdoctoral Associate-Rstr	Virginia Bioinformatics Institute	25-Jan-08	100 \$	35,000
Stoll, Jr, James	Project Associate-Rstr	Virginia Bioinformatics Institute	21-Jan-08	100 \$	90,000

continued

SPECIAL RESEARCH FACULTY**NEW APPOINTMENTS**

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>President</u>					
Yoo, Hyun	Research Associate-Rstr	Virginia Bioinformatics Institute	14-Jan-08	100 \$	56,000
<u>Science</u>					
Bautista, Manuel	Research Scientist-Rstr	Physics	10-Jan-08	100 \$	53,000
Byun, Gwangsung	Postdoctoral Associate-Rstr	Chemistry	1-Jan-08	100 \$	35,000
Dunn, Jay	Postdoctoral Associate-Rstr	Physics	14-Jan-08	100 \$	43,000
Eikenaar, Cas	Postdoctoral Associate-Rstr	Biological Sciences	1-Apr-08	100 \$	32,123
Li, Jing	Postdoctoral Associate-Rstr	Chemistry	1-Nov-08	100 \$	37,000
Mohapatra, Debabrata	Postdoctoral Associate-Rstr	Physics	10-Mar-08	100 \$	42,000
Ramirez, Sean	Research Assistant Professor-Rstr	Chemistry	15-Oct-07	100 \$	50,000
Rangan, Krishnan	Postdoctoral Associate-Rstr	Chemistry	10-Oct-07	100 \$	35,000
Vadala, Michael	Postdoctoral Associate-Rstr	Chemistry	25-Nov-07	100 \$	35,000
<u>Veterinary Medicine</u>					
Creekmore, Amy	Postdoctoral Associate-Rstr	Biomedical Sciences and Pathobiology	1-Feb-08	100 \$	40,000
Deflube, Laure	Postdoctoral Associate-Rstr	Biomedical Sciences and Pathobiology	10-Oct-07	100 \$	35,000
<u>Vice President for National Capital</u>					
Lawlor, Bruce	Project Director	National Capital Region	7-Jan-08	100 \$	200,000
<u>Vice President for Research</u>					
Bears, Stephen	Senior Research Associate-Rstr	Virginia Tech Transportation Institute	25-Feb-08	100 \$	90,000
Dickerson, Thomas	Project Associate-Rstr	Center for Geospatial Information Technology	25-Jan-08	100 \$	45,000
Iverson, Dean	Senior Research Associate-Rstr	Virginia Tech Transportation Institute	2-Jan-08	100 \$	90,000
Iverson, Sondra	Senior Research Associate-Rstr	Virginia Tech Transportation Institute	2-Jan-08	100 \$	90,000
Maitra, Urmila	Postdoctoral Associate-Rstr	Institute for Critical Technology and Applied Science	1-Mar-08	100 \$	35,000
Singh, Gurpreet	Postdoctoral Associate-Rstr	Institute for Critical Technology and Applied Science	21-Jan-08	100 \$	48,000
<u>Vice Provost for Outreach</u>					
Franklin, Thenus	Project Associate-Rstr	Upward Bound	5-Nov-07	100 \$	33,500

SPECIAL RESEARCH FACULTY**ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	CURRENT EFF DATE	CURRENT % APPT	CURRENT ANNUAL RATE
<u>Agriculture & Life Sciences</u>					
Beck, Michel	Senior Research Associate-Rstr	Crop and Soil Environmental Sciences	1-Nov-07	75 \$	46,180
Bruce, Jr., Franklin	Project Associate-Rstr	Agricultural and Applied Economics	1-Jul-07	100 \$	37,980
Burger, Julia	Research Associate-Rstr	Crop and Soil Environmental Sciences	10-Jan-08	50 \$	22,558
Hipkins, Patricia	Senior Research Associate-Rstr	Entomology	10-Nov-07	100 \$	54,057
			21-Nov-07	100 \$	49,143
Khurana, Harmandeep	Postdoctoral Associate-Rstr	Crop and Soil Environmental Sciences	1-Jan-08	100 \$	33,093
Lambur, Michael	Research Professor-Rstr	Agricultural and Extension Education	25-Nov-07	100 \$	100,395
Onufrieva, Ksenia	Research Scientist-Rstr	Entomology	25-Mar-08	75 \$	28,608
Orndorff, Zenah	Senior Research Associate-Rstr	Crop and Soil Environmental Sciences	25-Jan-08	75 \$	38,810
Rasor, Amy	Research Associate-Rstr	Biochemistry	10-Nov-07	100 \$	39,313
Zhao, Chengsong	Research Scientist-Rstr	Horticulture	25-Nov-07	100 \$	44,548
<u>Engineering</u>					
Ayoubi, Mohammad	Postdoctoral Associate-Rstr	Aerospace and Ocean Engineering	1-Apr-08	100 \$	41,080
Cooper, Kristie	Research Assistant Professor-Rstr	Electrical and Computer Engineering	25-Dec-07	100 \$	51,953
Cox, Steven	Research Assistant Professor-Rstr	Civil and Environmental Engineering	25-Dec-07	100 \$	45,625
Dove, Joseph	Research Assistant Professor-Rstr	Civil and Environmental Engineering	10-Feb-08	100 \$	71,203
Elmore, Bethany	Research Associate-Rstr	Industrial Systems Engineering	25-Nov-07	100 \$	64,000
Schneider, Kristopher	Research Associate-Rstr	Industrial Systems Engineering	25-Nov-07	100 \$	52,500
Shen, Haiou	Postdoctoral Associate-Rstr	School of Biomedical Engineering and Science	1-Nov-07	100 \$	41,808
<u>Liberal Arts & Human Sciences</u>					
Craft, Tammy	Project Associate-Rstr	Educational Research and Outreach	27-Dec-07	50 \$	29,533
<u>Natural Resources</u>					
Dorr, Jessica	Project Associate-Rstr	Conservation Management Institute	25-Nov-07	100 \$	43,450
			12-Dec-07	100 \$	39,500
Sheng, Xiaoyan	Research Associate-Rstr	Forestry	25-Nov-07	100 \$	38,938
Swint, Pamela	Project Associate-Rstr	Conservation Management Institute	25-Nov-07	100 \$	40,425
<u>President</u>					
Bassaganya-Riera, Josep	Research Associate Professor-	Virginia Bioinformatics Institute	1-Jan-08	100 \$	105,000
Czar, Michael	Senior Project Associate-Rstr	Virginia Bioinformatics Institute	25-Jan-08	100 \$	94,314
Jerauld, Adam	Research Associate-Rstr	Virginia Bioinformatics Institute	25-Dec-07	100 \$	60,000
<u>Vice President for Research</u>					
Bowman, Darrell	Senior Research Associate-Rstr	Virginia Tech Transportation Institute	25-Jan-08	100 \$	90,000
Eichelberger, Elizabeth	Project Associate-Rstr	Virginia Tech Transportation Institute	25-Jan-08	100 \$	45,178
Olson, Rebecca	Research Associate-Rstr	Virginia Tech Transportation Institute	10-Oct-07	100 \$	52,000
Shelton, Kimberly	Project Associate-Rstr	Virginia Tech Transportation Institute	25-Nov-07	100 \$	40,000
Stanley, Kelly	Project Associate-Rstr	Virginia Tech Transportation Institute	10-Jan-08	100 \$	40,000

ACC Championship Game and FedEx Orange Bowl Bonuses

A tradition in collegiate athletics has been to recognize the efforts of the coaching staff after a successful season which culminates in post-season play. The Hokies finished their regular football season in first place of the ACC's Coastal Division, and earned the right to play in the ACC Championship game in Jacksonville, Florida on December 1, 2007. The Hokies defeated the Eagles of Boston College in this championship match-up, and received a bid to play in the FedEx Orange Bowl on January 3, 2008, where they lost to the Kansas Jayhawks by a score of 24-21. Virginia Tech ended the season with an 11-win and 3-loss record. Associated Press and ESPN/USA Today Coaches Polls ranked the Hokies ninth in the nation at the end of the 2007 football season. The FedEx Orange Bowl event marked the fourteenth consecutive bowl game for the Virginia Tech football program.

In recognition of their dedication and efforts, the university proposes to award bonuses to the football coaching, training and operations staff, the Athletic Director, and the Director and Assistant Director of the Marching Virginians. In accordance with the terms of coaches' contracts and the university's post season play bonus policy, the university proposes that the following bonuses be awarded. The bonuses are one-time awards and do not affect base salaries. All bonuses will be funded from tournament proceeds.

RECOMMENDATION: That the contractual bonuses for the FedEx Orange Bowl be ratified, and that the non-contractual bonuses for the ACC Championship game and the non-contractual FedEx Orange Bowl bonuses be approved. This action is consistent with the university policy and procedure statement for athletic sporting events.

March 31, 2008

ACC CHAMPIONSHIP GAME BONUSES**Non-Contractual Bonuses**

Employee	Title	Bonus Amount
Ballein, John	Associate Athletic Director	5,000
Beamer, Frank	Head Coach	50,000
Cavanaugh, Jim	Assistant Coach/Recruiting Coordinator	6,000
Foster, Bud	Defensive Coordinator	7,500
Gentry, Mike	Head Strength & Conditioning Coach	5,000
Goforth, Michael	Director of Athletic Training	2,500
Gray, Torrian	Assistant Coach	5,000
Hite, Billy	Associate Head Coach	6,000
Karlin, Lester	Equipment Manager	2,500
Newsome, Curtis	Assistant Coach	5,000
O'Cain, Michael	Assistant Coach	5,000
Sherman, Kevin	Assistant Coach	5,000
Stinespring, Bryan	Offensive Coordinator	7,500
Wiles, Charles	Assistant Coach	5,000
TOTAL ACC CHAMPIONSHIP GAME BONUSES:		\$ 117,000

FedEx ORANGE BOWL BONUSES**Contractual Bonuses**

Employee	Contract Owner	Title	Bonus Amount
Ballein, John	Beamer	Associate Athletic Director/Football Operations	25,000
Beamer, Frank	Beamer	Head Football Coach	75,000
Cavanaugh, Jim	Beamer	Assistant Coach/Recruiting Coordinator	30,000
Foster, Bud	Foster	Defensive Coordinator	55,000
Gentry, Mike	Gentry	Head Strength & Conditioning Coach	25,000
Goforth, Michael	Beamer	Director of Athletic Training	13,375
Gray, Torrian	Beamer	Assistant Coach	25,000
Hite, Billy	Hite	Associate Head Coach	30,000
Karlin, Lester	Beamer	Equipment Manager	8,751
Newsome, Curtis	Beamer	Assistant Coach	25,000
O'Cain, Michael	Beamer	Assistant Coach	25,000
Sherman, Kevin	Beamer	Assistant Coach	25,000
Stinespring, Bryan	Stinespring	Offensive Coordinator	55,000
Weaver, Jim	Weaver	Athletic Director	54,795
Wiles, Charles	Beamer	Assistant Coach	25,000
SUBTOTAL CONTRACTUAL FedEx ORANGE BOWL BONUSES:			\$ 496,921

Non-Contractual Bonuses

Employee	Title	Bonus Amount
Butt, Randy	Associate Athletic Director, Financial Affairs	6,000
East, Timothy	Associate Athletic Director, External Affairs	6,000
Ferguson, Jarrett	Coordinator, Strength and Conditioning	4,000

Gabbard, Thomas	Associate Athletic Director, Internal Affairs	6,000
Hicks, Kevin	Director, Broadcast Communications	3,000
Jaudon, Jon	Associate Athletic Director, Administration	6,000
McCloskey, Sharon	Senior Associate Athletic Director	6,000
McKee, David	Band Director	6,000
Mitchell, Terry	Assistant Director, Strength and Conditioning	2,000
Parker, Timothy	Assistant Athletic Director, Compliance	4,000
Peterson, Will	Assistant Band Director	5,000
Short, Keith	Coordinator, Strength and Conditioning	4,000
Smith, Clarence	Assistant Athletic Director, Ticketing Services	4,000
Smith, David	Assistant Athletic Director, Communications	4,000
Wells, Jeremy	Assistant Athletic Director, Marketing/Promotions	4,000

SUBTOTAL NON-CONTRACTUAL FedEx ORANGE BOWL BONUSES:	\$ 70,000
--	------------------

TOTAL FedEx ORANGE BOWL BONUSES	\$ 566,921
--	-------------------

TOTAL ACC CHAMPIONSHIP AND FedEx ORANGE BOWL BONUSES	\$ 683,921
---	-------------------

MEN'S SOCCER BONUS RECOMMENDATIONS

The 2007 Virginia Tech Men's Soccer team appeared in its first College Cup in school history and finished in third place in the final post-season NSCAA/adidas National Men's Soccer Poll. The Men's Soccer team, seeded No. 11, played in their first-ever semifinal NCAA Championship against No. 2 seed Wake Forest in Cary, North Carolina on December 14, 2007. Virginia Tech lost in this match, finishing their season with 14 wins, 4 losses, and 5 ties.

The Virginia Tech Men's Soccer team is coached by Oliver Weiss, who is in his sixth year with the Hokies. Assistant Coach Michael Brizendine received honor this year by being named the 2007 Atlantic Region Coach of the Year by the National Soccer Coaches Association of America.

To recognize their efforts and accomplishments on behalf of the Virginia Tech Athletic Department, the university proposes to reward the coaches of the Men's Soccer Team. In accordance with the university's post season play bonus policy, the university proposes that the following bonuses be awarded. 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 Men's Soccer Team be approved. This action is consistent with the university bonus policy and procedure statement for athletic sporting events.

March 31, 2008

MEN'S SOCCER TEAM CHAMPIONSHIP BONUSES

	<u>Title</u>	<u>Bonus Amount</u>
Brizendine, Michael	Assistant Coach	\$ 5,160
Harrison, K. Chase	Assistant Coach	4,125
Weiss, Oliver	Head Coach	8,802
Total Soccer Bonuses:		\$18,087

MINUTES
December 12, 2007

The Executive Committee of the Board of Visitors of Virginia Polytechnic Institute and State University met on Wednesday, December 12, 2007, at 11:00 a.m. at the Troutman Sanders offices at 1001 Haxall Point in Richmond, Virginia.

Present

Absent

Mr. Michael Anzilotti* (by telephone)
Mr. Ben J. Davenport, Jr.
Mr. John R. Lawson, II
Ms. Sandra Stiner Lowe
Mr. Jacob A. Lutz, III
Mr. Philip S. Thompson* (by telephone)

Also present were President Charles Steger (on site) and Ms. Kay Heidbreder, Esq. (by telephone).

*Note that the public was given appropriate notice of the official meeting location and the locations of both members that participated telephonically.

Rector Lutz convened the meeting.

* * * * *

Motion to begin Closed Session

Mr. Lawson moved that the Executive Committee convene in a closed meeting, pursuant to § 2.2-3711(A)(1), (7) and (8) Code of Virginia, as amended, for the purposes of discussing:

1. Performance and individual salaries of specific employees.
2. A proposed research contract between Virginia Tech and another party.
3. The status of current litigation.

The motion was seconded and passed unanimously.

* * * * *

Motion to Return to Open Session

Following the Closed Session, Rector Lutz called the meeting to order and asked Mr. Lawson to make the motion to return to open session. [Note: There were no members of the public present to attend the open session.]

Mr. Lawson 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 and passed unanimously.

* * * * *

[Note: Mr. Anzilotti had to leave the meeting (telephone call) before the following votes were cast.]

Motion was made and seconded, and unanimous approval was given by the Executive Committee on behalf of the full Board to the **Resolution Regarding Executive Compensation**, effective November 25, 2007, as considered in Closed Session. (Copy filed with the permanent minutes and marked Attachment A.)

* * * * *

* * * * *

The motion to approve the following resolution was made, seconded, and approved unanimously.

Resolution to Delegate Authority

That on behalf of the full Board, the Executive Committee of the Board of Visitors of Virginia Polytechnic Institute and State University hereby delegates to the President of the University all authorities previously granted by the Board to the Executive Vice President and Chief Operating Officer or to James A. Hyatt; and

Further that the President of the University may further delegate those authorities to other university officials or appoint university officials to relevant positions on boards and commissions, as he determines appropriate; and

And further that at the next meeting of the full Board, formal resolutions delegating to specific university officials the authorities formerly held by the Executive Vice President and Chief Operating Officer and filling positions on boards and commissions will be presented to the Board of Visitors for approval. (Copy filed with the permanent minutes and marked Attachment B.)

* * * * *

The motion to approve the following resolution was made, seconded, and approved unanimously.

Resolution for Adoption of Guidelines for Projects under the Public-Private Education Facilities and Infrastructure Act (PPEA) of 2002

That on behalf of the full Board, the Executive Committee of the Board of Visitors of Virginia Polytechnic Institute and State University hereby adopts the attached “Virginia Polytechnic Institute and State University Guidelines for Projects under the Public-Private Education Facilities and Infrastructure Act (PPEA) of 2002.”. (Copy filed with the permanent minutes and marked Attachment C.)

* * * * *

* * * * *

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

* * * * *

The date for the next full Board meeting is March 30-31, 2008, on the Virginia Tech campus, Blacksburg, Virginia.

* * * * *

The meeting adjourned at 1:15 p.m.

Jacob A. Lutz, III, Rector

Kim O'Rourke, Secretary

RESOLUTION TO RATIFY ACTIONS 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, the Executive Committee of the Board was convened by the Rector on December 12, 2007, and acted upon several time-sensitive resolutions; and,

WHEREAS, the next meeting of the full Board of Visitors was scheduled for March 31, 2008;

NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors of Virginia Polytechnic Institute and State University hereby ratifies all actions taken by the Executive Committee of the Board on December 12, 2007 (attached), which includes:

- Resolution Regarding Executive Compensation
- Resolution to Delegate Authority
- Resolution to Adopt Guidelines for Projects Under the Public-Private Education Facilities and Infrastructure Act (PPEA) of 2002.

RECOMMENDATION:

That the above resolution ratifying the actions taken by the Executive Committee of the Board of Visitors at a special meeting convened on December 12, 2007, be approved.

March 31, 2008

MOTION REGARDING EXECUTIVE COMPENSATION

I move that the proposed compensation packages for the President and the University Provost and Vice President for Academic Affairs be approved, with an effective date of November 25, 2007.

December 12, 2007

Resolution to Delegate Authority

WHEREAS the Board of Visitors has delegated to the Executive Vice President and Chief Operating Officer or to the incumbent authority for a multitude of functions; and

WHEREAS the Board of Visitors has appointed the Executive Vice President and Chief Operating Officer or the incumbent to a number of boards and commissions; and

WHEREAS the By-laws of the Virginia Tech Board of Visitors stipulate that the Executive Committee of the Board, in the interim between meetings of the full Board, has full power to take actions on behalf of the Board, and that all actions taken by the Executive Committee are subject to ratification by the full Board at its next meeting;

NOW, THEREFORE, BE IT RESOLVED that on behalf of the full Board, the Executive Committee of the Board of Visitors of Virginia Polytechnic Institute and State University hereby delegates to the President of the University all authorities previously granted by the Board to the Executive Vice President and Chief Operating Officer or to James A. Hyatt; and

BE IT FURTHER RESOLVED that the President of the University may further delegate those authorities to other university officials or appoint university officials to relevant positions on boards and commissions, as he determines appropriate; and

BE IT FURTHER RESOLVED THAT at the next meeting of the full Board, formal resolutions delegating to specific university officials the authorities formerly held by the Executive Vice President and Chief Operating Officer and filling positions on boards and commissions will be presented to the Board of Visitors for approval.

December 12, 2007

**Resolution for Adoption of Guidelines for Projects under the Public-Private
Education Facilities and Infrastructure Act (PPEA) of 2002**

WHEREAS the Public-Private Education Facilities and Infrastructure Act of 2002 ("PPEA") grants responsible public entities the authority to create public-private partnerships for the development of a wide range of projects for public use if the public entity determines there is a need for the project and that the private involvement may provide the project to the public in a timely or cost-effective fashion; and

WHEREAS for the purposes of the PPEA, the Commonwealth of Virginia, its agencies and institutions taken together, including Virginia Polytechnic Institute and State University (Virginia Tech), is a "responsible public entity" that has the power to develop or operate the applicable qualifying project; and

WHEREAS pursuant to the *Code of Virginia*, the governing board of the university must adopt guidelines in compliance with the PPEA in order to pursue any qualifying project; and

WHEREAS the By-laws of the Virginia Tech Board of Visitors stipulate that the Executive Committee of the Board, in the interim between meetings of the full Board, has full power to take actions on behalf of the Board, and that all actions taken by the Executive Committee are subject to ratification by the full Board at its next meeting;

NOW, THEREFORE, BE IT RESOLVED that on behalf of the full Board, the Executive Committee of the Board of Visitors of Virginia Polytechnic Institute and State University hereby adopts the attached "Virginia Polytechnic Institute and State University Guidelines for Projects under the Public-Private Education Facilities and Infrastructure Act (PPEA) of 2002."

December 12, 2007

12/12/07

Virginia Polytechnic Institute and State University

**Guidelines for Projects under the Public-Private Education
Facilities and Infrastructure Act of 2002**

(PPEA)

Table of Contents

<u>Item</u>	<u>Page</u>
Public-Private Education Facilities and Infrastructure Act of 2002	4
Guidelines for the review and approval of proposals and projects	5
I. General Provisions	5
A. Proposal Submission	5
B. Posting	5
C. Affected Jurisdictions	6
D. Virginia FOIA	6
E. Use of Public Funds	7
F. Applicability of Other Laws	7
II. Solicited Proposals	7
III. Unsolicited Proposals	8
A. Decision to Accept and Consider Unsolicited Proposal; Notice ...	8
B. Posting Requirements	8
C. Review Fees	9
D. Initial Review by Virginia Tech at the Conceptual Stage	9
IV. Proposal Preparation and Submission	10
A. Format for Submissions at Conceptual Stage	10
B. Format for Submissions at Detailed Stage	12
V. Proposal Evaluation and Selection Criteria	13
A. Qualifications and Experience	13
B. Project Characteristics	14
C. Project Financing	14
D. Project Benefits and Compatibility	14

E. Other Factors	15
VI. Additional Review Procedures	15
A. Public-Private Partnership Oversight Advisory Committee	15
B. Timelines	15
VII. Interim and Comprehensive Agreements	16
A. Interim Agreement Terms	16
B. Comprehensive Agreement Terms	16
C. Notice and Posting Requirements	17
VIII. Governing Provisions	18

Public-Private Education Facilities and Infrastructure Act of 2002

The Public-Private Education Facilities and Infrastructure Act of 2002 ("PPEA") grants responsible public entities the authority to create public-private partnerships for the development of a wide range of projects for public use if the public entities determine there is a need for the project and that the private involvement may provide the project to the public in a timely or cost-effective fashion. For the purposes of the PPEA, the Commonwealth of Virginia, its agencies and institutions taken together, including Virginia Polytechnic Institute and State University ("Virginia Tech" or "the University"), is a "responsible public entity" ("RPE") that "has the power to develop or operate the applicable qualifying project."

In order for a project to come under the PPEA, it must meet the definition of a "qualifying project." The PPEA contains a broad definition of "qualifying project" that includes public buildings and facilities of all types; for example:

- (1) An education facility, including but not limited to a school building (including any stadium or other facility primarily used for school events), any functionally related and subordinate facility to a school building and any depreciable property provided for use in a school facility that is operated as part of the public school system or as an institution of higher education;-
- (2) A building or facility that meets a public purpose and is developed or operated by or for any public entity;
- (3) Improvements, together with equipment, necessary to enhance public safety and security of buildings to be used principally by a public entity;
- (4) Utility and telecommunications and other communications infrastructure;
- (5) A recreational facility;
- (6) Technology infrastructure and services, including but not limited to telecommunications, automated data processing, word processing and management information systems, and related information, equipment, goods and services;
- (7) Technology, equipment, or infrastructure designed to deploy wireless broadband services to schools, businesses, or residential areas; or
- (8) Any improvements necessary or desirable to any unimproved locally- or state-owned real estate.

An RPE may not consider any proposal by a private entity for approval of the qualifying project until the RPE has adopted and made publically available guidelines in compliance with the PPEA. Accordingly, these guidelines are hereby adopted by the Board of Visitors of Virginia Tech by resolution, dated December 12, 2007. Virginia Tech will follow these guidelines in the review and acceptance of proposals.

Guidelines for the review and approval of proposals and projects

I. General Provisions

These guidelines are prepared and made available publically to encourage joint efforts between Virginia Tech and private entities, as well as stimulate competition in the private sector and to make clear Virginia Tech's compliance with the PPEA.

A. Proposal Submission

Pursuant to Virginia Code Section 56-575.4 of the PPEA, a proposal to provide a qualifying project to a responsible public entity may be either solicited by Virginia Tech (a "Solicited Bid/Proposal") or delivered to Virginia Tech by a private entity on an unsolicited basis (an "Unsolicited Proposal"). In either case, any such proposal shall be clearly identified as a "PPEA Proposal." The requirements for any particular Solicited Bid/Proposal shall be as specified in the solicitation by the University for that particular proposal and shall be consistent with all applicable provisions of the PPEA. Any Unsolicited Proposal shall be submitted to the University by delivering 10 complete copies, together with the required initial review fee as provided below in § III(C), to the Vice President of Administrative Services, 248 Burruss Hall, Blacksburg, VA 24061. The Vice President of Administrative Services is designated as the University's contact person for all submissions, questions, and concerns regarding the proposal process under the PPEA. Likewise, any proposal should designate a contact person from the private entity to whom questions and clarifications may be directed.

Other requirements for an Unsolicited Proposal are as set forth below in § III.

Whether the private entity submits a Solicited Bid or an Unsolicited Proposal, it will follow a two-part process, consisting of an initial conceptual phase and a detailed phase. The initial phase of the proposal should contain specified information regarding the proposer's qualifications and experience, project characteristics, project financing,¹ anticipated public support or opposition, or both, and project benefit and compatibility. The detailed proposal should contain specified deliverables, namely, project benefits, scope of work, and a financial plan that contains enough specificity so that the University may fairly evaluate the financial feasibility of the qualified project. The cost analysis of a proposal should not be linked solely to the financing plan, as Virginia Tech may determine to finance the project through other available means.

B. Posting

Under the PPEA, Virginia Tech is required to make provisions for posting and publishing public notice announcing a private entity's request for approval of a qualifying project. Such notices will contain: (i) specific information and documentation to be released regarding the nature, timing, and scope of the qualifying project pursuant to subsection A of § 56-575.4; (ii) a reasonable time period of at least 45 days during which Virginia Tech shall receive competing proposals conforming to subsection A of § 56-575.4; and (iii) an advertisement of the public notice on the Commonwealth's electronic procurement website.

¹ The PPEA provides for innovative and flexible financing options. Each suggested financing arrangement will be evaluated on a case-by-case basis.

C. Affected Jurisdictions

Any private entity requesting approval from or submitting a conceptual or detailed proposal to Virginia Tech must provide each affected jurisdiction with a copy of the private entity's request or proposal by certified mail, express delivery, or hand delivery. The term "affected local jurisdiction" includes any University, city, or town in which all or a portion of a qualifying project is located. Affected jurisdictions that are not RPEs under the proposed qualifying project shall have 60 days from the receipt of the request or proposal to submit written comments to Virginia Tech, directed to the Vice President of Administrative Services, and to indicate whether the proposed qualifying project is compatible with the (i) local comprehensive plan, (ii) local infrastructure development plan, or (iii) capital improvements budget or other government spending plan. Comments received within the 60-day period shall be given consideration by Virginia Tech before entering into an interim or comprehensive agreement with a private entity, and no negative inference shall be drawn from the absence of comment by an affected jurisdiction. Nothing above shall prevent Virginia Tech from proceeding with or continuing the evaluation process during the 60-day period.

D. Virginia FOIA

Any confidential and proprietary information provided to a responsible public entity by a private entity pursuant to the PPEA shall be subject to disclosure under the Virginia Freedom of Information Act ("FOIA") (§ 2.2-3700 et seq.) except as provided by § 56-575.4(G) of the PPEA. In order to prevent the release of any confidential and proprietary information that otherwise could be held in confidence pursuant to § 56-575.4(G) of the PPEA, the private entity submitting the information must (i) invoke the exclusion from FOIA when the data or materials are submitted to the University or before such submission, (ii) identify with specificity the data and materials for which protection from disclosure is sought, and (iii) state why the exclusion from disclosure is necessary. A private entity may request and receive a determination from the University as to the anticipated scope of protection prior to submitting the proposal. The University is authorized and obligated to protect only confidential proprietary information, and thus will not protect any portion of a proposal from disclosure if the entire proposal has been designated confidential by the private entity without reasonably differentiating between the proprietary and non-proprietary information contained therein.

Upon receipt of a request from a private entity that designated portions of a proposal be protected from disclosure as confidential and proprietary, the University shall determine whether such protection is appropriate under applicable law and, if appropriate, the scope of such appropriate protection and shall communicate its determination to the private entity in writing. FOIA exemptions are discretionary, and Virginia Tech may elect to release some or all documents except to the extent the documents are:

1. Trade secrets of the private entity as defined in the Uniform Trade Secrets Act (§59.1-336 et seq.);
2. Financial records of the private entity that are not generally available to the public through regulatory disclosure or otherwise, including but not limited to balance sheets and financial statements; or

3. Other information submitted by a private entity, where if the record or document were made public prior to the execution of an interim or comprehensive agreement the financial interest or bargaining position of the public or private entity would be adversely affected.

If the determination regarding protection or the scope thereof differs from the private entity's request, then the University will afford the private entity a reasonable opportunity to clarify and justify its request. Upon a final determination by the University to afford less protection than requested by the private entity, the private entity will be given an opportunity to withdraw its proposal. A proposal so withdrawn will be treated in the same manner as a proposal not accepted for publication and conceptual phase consideration as provided below in § III(A).

Virginia Tech reserves the right to withhold from disclosure memoranda, staff evaluations, or other records prepared by the University, its staff, outside advisors, or consultants exclusively for the evaluation and negotiation of proposals where (i) if such records were made public prior to or after the execution of an interim or a comprehensive agreement, the financial interest or bargaining position of the University would be adversely affected, and (ii) the basis for the determination required in clause (i) is documented in writing by Virginia Tech.

To the extent that access to any procurement record or other document or other information is compelled or protected by a court order, Virginia Tech shall comply with such order.

E. Use of Public Funds

Virginia constitutional and statutory requirements as they apply to appropriation and expenditure of public funds apply to any interim or comprehensive agreement entered into under the PPEA. Accordingly, the processes and procedural requirements associated with the expenditure or obligation of public funds shall be incorporated into planning for any PPEA project or projects.

F. Applicability of Other Laws

Nothing in the PPEA shall affect the duty of the University to comply with all other applicable law not in conflict with the PPEA. The applicability of the Virginia Public Procurement Act (the "VPPA") is set forth in the PPEA, § 56-575.16. The Restructured Higher Education Financial and Administrative Operations Act, §§ 23-38.88, 23-38.109, is also applicable.

II. Solicited Proposals

The procedures applicable to any particular Solicited Bid/Proposal shall be specified in the solicitation for that proposal and shall be consistent with the requirements of the PPEA, these Guidelines, and any other applicable law. The solicitation will list any documents and information that must accompany each proposal and outline the factors that will be used in

evaluating submitted proposals, as well as any unique capabilities or qualifications required of private entities submitting bids.

All such solicitations shall be made by issuance of a written Invitation to Bid ("IFB") or Request for Proposal ("RFP"). Any proposal submitted pursuant to the PPEA that is not received in response to an IFB or RFP shall be an Unsolicited Proposal under these Guidelines, including but not limited to (a) proposals received in response to a notice of the prior receipt of another Unsolicited Proposal and (b) proposals received in response to publicity by the University concerning particular needs when the University has not issued a corresponding IFB or RFP, even if the University otherwise has encouraged the submission of proposals pursuant to the PPEA that address those needs.

III. Unsolicited Proposals

Virginia Tech may publicize its needs and may encourage interested parties to submit unsolicited proposals subject to the terms and conditions of the PPEA. When such proposals are received without issuance of a RFP, the proposal shall be treated as an Unsolicited Proposal. The University reserves the right to accept to reject any and all proposals at any time.

The process for evaluating an Unsolicited Proposal, which is described in detail below in § V, consists of four steps. Briefly summarized, upon receipt of an Unsolicited Proposal the University's first step will be to determine whether to accept it for consideration at the conceptual stage. If so, then in step two the University will give public notice of the Unsolicited Proposal. In step three the University will proceed with a review at the conceptual stage of the original Unsolicited Proposal and/or any proposal received in response to the public notice and accepted for consideration at the conceptual stage. Step four is an in-depth review at the detailed stage of the original Unsolicited Proposal and/or any proposal received in response to the public notice and accepted for consideration at the detailed stage. The University may discontinue its evaluation of any proposal at any time. Furthermore, if the University determines that it is in the University's interest to do so with respect to any Unsolicited Proposal, the University may eliminate review at the conceptual stage and proceed directly to a review at the detailed stage, provided that the public notice is made.

A. Decision to Accept and Consider Unsolicited Proposal; Notice

Upon receipt of any Unsolicited Proposals and payment of any required fee by the private entity making the proposal, Virginia Tech will determine whether to accept the Unsolicited Proposal for the purpose of publication and conceptual-phase consideration. If the University decides not to accept the proposal and proceed to publication and conceptual-phase consideration, it will return the proposal, together with all fees and accompanying documentation, to the private entity.

B. Posting Requirements

Conceptual proposals, whether solicited or unsolicited, shall be posted by the University on the "eVA" within ten (10) working days after acceptance of such proposals. One copy of each of the conceptual proposals will be made available for public inspection at the location and

under the conditions indicated in the notice. The University will post the notice for a period of not less than forty-five (45) days the Commonwealth's electronic procurement site ("eVA") (www.eva.state.va.us). The notice will state that the University (i) has received an unsolicited proposal for a qualified project under the PPEA, (ii) has initially reviewed the proposal and intends to give it further consideration, (iii) may negotiate an interim or comprehensive agreement with the private entity who made the proposal, and (iv) will receive any competing proposals that comply with these Guidelines and the PPEA and will give them consideration before proceeding further with any one proposal. The notice will also contain summary descriptions of the qualifying project(s) and their proposed locations, as well as a University contact to whom questions may be addressed. Trade secrets, financial records, or other records of the private entity excluded from disclosure under the provisions of subdivision 11 of § 2.2-3705.6 shall not be posted, except as otherwise agreed to by Virginia Tech and the proposing private entity.

C. Review Fees

A review fee will be charged to any private entity submitting an Unsolicited Proposal to the University, to cover the University's costs of processing, reviewing, and evaluating the proposal, including the cost to compare it to any competing proposals. Such costs include but are not limited to University staff time, the cost of any materials or supplies expended, and the cost of any outside advisors or consultants, including but not limited to attorneys, consultants, financial and technical advisors, used by the University in its sole discretion. The uses and expenditures for these resources is in the sole discretion of the University. Such fees generally shall be in the amount necessary to completely cover all of the University's costs.

Such fees shall be imposed based on the reasonably anticipated costs to the University in accordance with the following schedule:

- a. *Initial fee.* Payment of an initial fee must accompany the submission of the Unsolicited Proposal to the University in order for the University to proceed with its review. The initial fee shall be two and one-half percent (2.5%) of the reasonably anticipated total cost of the proposed qualifying project, but shall be no less than \$2,500 or more than \$50,000, regardless of the anticipated total cost.
- b. *Additional fees.* Additional fees shall be imposed on and paid by the private entity throughout the processing, review, and evaluation of the Unsolicited Proposal if and as the University reasonably anticipates incurring costs in excess of the initial fee paid by the private entity. The University will notify the private entity of the amount of such additional fees as and when it anticipates incurring such costs. Prompt payment of such additional fees is required before the University will continue to process, review, and evaluate the proposal.
- c. *Reimbursement of excess fees paid.* In the event the total fees paid by the private entity exceed the University's total costs incurred in processing, reviewing, and evaluating the proposal, the University shall reimburse the difference. Otherwise, the University shall retain all fees paid.

D. Initial Review by Virginia Tech at the Conceptual Stage

Only proposals complying with the requirements of the PPEA that contain sufficient information for a meaningful evaluation and that are provided in an appropriate format will be considered by the University for further review at the conceptual stage. Virginia Tech will determine at this stage whether it will proceed by using standard VPPA procurement procedures, those it has developed under the authority of the Restructured Higher Education Financial and Administrative Operations Act, §§ 23-38.88, 23-38.109, or guidelines it develops consistent with § 2.2-4301.²

After reviewing the original proposal and any competing proposal submitted, the University will determine: (i) not to proceed further with any proposal; (ii) to proceed to the detailed phase of review with the original proposal; (iii) to proceed to the detailed phase with a competing proposal; (iv) to proceed to the detailed phase with multiple proposals; or (v) to request modifications or amendments to any proposals. If more than one proposal is considered in the detailed phase of review, Virginia Tech will reimburse the unsuccessful proposer(s) for reasonable costs. Such costs will be assessed to the successful proposer in the comprehensive agreement.

IV. Proposal Preparation and Submission

A. Format for Submissions at Conceptual Stage

Unsolicited proposals must contain the following information in the following format, as well as any further information the University may request:

1. Qualification and Experience

- a. Identify the legal structure of the firm or consortium of firms making the proposal. Identify the organizational structure for the project, the management approach and how each partner and major subcontractor in the structure fits into the overall team.
- b. Describe the experience of the firm or consortium of firms making the proposal and the key principals involved in the proposed project including experience with projects of comparable size and complexity. Describe the length of time in business, business experience, public sector experience, and other engagements of the firm or consortium of firms. Include the identity of any firms that will provide design, construction, and completion guarantees and warranties and a description of such guarantees and warranties.
- c. Provide the names, addresses, and telephone numbers of persons within the firm or consortium of firms who may be contacted for further information.
- d. Provide a current or most recently audited financial statement of the firm or firms and each partner with an equity interest of twenty percent or greater.

² If the University chooses to develop its own guidelines other than those developed under the authority of the Restructured Higher Education Financial and Administrative Operations Act, §23-38.109, it must make a written determination that doing so is likely to be advantageous to the University and the public based upon either (i) the probable scope, complexity or priority of need; (ii) the risk sharing including guaranteed cost or completion guarantees, added value or debt, or equity investments proposed by the private entity; or (iii) the increase in funding, dedicated revenue or other economic benefit that would otherwise not be available.

- e. Identify any persons known to the proposer who would be obligated to disqualify themselves from participation in any transaction arising from or in connection to the project pursuant to the Virginia State and Local Government Conflict of Interest Act, Chapter 31 (§2.2-3100 et seq.) of Title 2.2.

2. Project Characteristics

- a. Provide a description of the project, including the conceptual design. Describe the proposed project in sufficient detail so that type and intent to the project, the location, and the communities that may be affected are clearly identified.
- b. Identify and fully describe any work to be performed by the University.
- c. Include a list of all federal, state, and local permits and approvals required for the project and a schedule for obtaining such permits and approvals.
- d. Identify any anticipated adverse social, economic, and environmental impacts of the project. Specify the strategies or actions to mitigate known impacts of the project.
- e. Identify the projected positive social, economic, and environmental impacts of the project.
- f. Identify the proposed schedule for the work on the project, including the estimated time for completion.
- g. Propose allocation of risk and liability for work completed beyond the agreement's completion date, and assurances for timely completion of the project.
- b. State assumptions related to ownership, legal liability, law enforcement, and operation of the project and the existence of any restrictions on the University's use of the project.
- i. Provide information relative to phased or partial openings of the proposed project prior to completion of the entire work.
- j. List any other assumptions relied on for the project to be successful.
- k. List any contingencies that must occur for the project to be successful.

3. Project Financing

- a. Provide a preliminary estimate and estimating methodology of the cost of the work by phase, segment, or both.
- b. Submit a plan for the development, financing, and operation of the project showing the anticipated schedule on which funds will be required. Describe the anticipated costs of and proposed sources and uses for such funds including any anticipated debt service costs. The operational plan should include appropriate staffing levels and associated costs. Include supporting due diligence studies, analyses, or reports.
- c. Include a list and discussion of assumptions underlying all major elements of the plan. Assumptions should include all significant fees associated with financing given the recommended financing approach. In addition, complete disclosure of interest rate assumptions should be included. Any ongoing

operational fees, if applicable, should also be disclosed as well as any assumptions with regard to increases in such fees.

- d. Identify the proposed risk factors and methods for dealing with these factors.
- e. Identify any local, state, or federal resources that the proposer contemplates requesting for the project. Describe the total commitment, if any, expected from governmental sources and the timing of any anticipated commitment. Such disclosure should include any direct or indirect guarantees or pledges of the University's credit or revenue.
- f. Identify the amounts and the terms and conditions for any revenue sources.
- g. Identify any aspect of the project that could disqualify the private entity from obtaining tax-exempt financing.

4. Project Benefit and Compatibility

- a. Identify who will benefit from the project, how they will benefit, and how the project will benefit the overall community, region, or state.
- b. Identify any anticipated public support or opposition, as well as any anticipated government support or opposition, for the project.
- c. Explain the strategy and plans that will be carried out to involved and inform the general public, business community, and governmental agencies in areas affected by the project.
- d. Describe the anticipated significant benefits to the community, region or state, including anticipated benefits to the economic condition of the University and whether the project is critical to attracting or maintaining competitive industries and businesses to the University or the surrounding region.
- e. Describe compatibility with the local comprehensive plan, local infrastructure development plans, the capital improvements budget, or other government spending plan.
- f. Provide a statement setting forth participation efforts that are intended to be undertaken in connection with this project with regard to the following types of businesses: (i) minority-owned businesses, (ii) woman-owned businesses, and (iii) small businesses.

B. Format for Submissions at Detailed Stage

If Virginia Tech decides to proceed to the detailed phase of review with one or more proposals, the following information should be provided by the private entity unless waived by the University:

- 1. A topographical map (1:2,000 or other appropriate scale) depicting the location of the proposed project;
- 2. A list of public utility facilities, if any, that will be crossed by the qualifying project and a statement of the plans of the proposer to accommodate such crossings;
- 3. A statement and strategy setting out the plans for securing all necessary property;

4. A detailed listing of all firms that will provide specific design, construction and completion guarantees and warranties, and a brief description of such guarantees and warranties;
5. A total life-cycle cost specifying methodology and assumptions of the project or projects and the proposed project start date. Include anticipated commitment of all parties; equity, debt, and other financing mechanisms; and a schedule of project revenues and project costs. The life-cycle cost analysis should include, but not be limited to , a detailed analysis of the projected return, rate of return, or both, expected useful life of facility, and estimate annual operating expenses;
6. A detailed discussion of assumptions about user fees or rates, and usage of the project or projects;
7. Identification of any known government support or opposition, or general public support or opposition for the project. Government or public support should be demonstrated through resolution of official bodies, minutes of meetings, letters, or other official communications;
8. Demonstration of consistency with appropriate local comprehensive or infrastructure development plans or indication of the steps required for acceptance into such plans;
9. Explanation of how the proposed project would impact local development plans of each affected jurisdiction;
10. Identification of the executive management and the officers and directors of the firm or firms submitting the proposal. In addition, identification of any known conflicts of interest or other disabilities that may impact the University's consideration of the proposal, including the identification of any persons known to the proposer who would be obligated to disqualify themselves from participation in any transaction arising from or in connection to the project pursuant to the Virginia State and Local Government Conflict of Interest Act, Chapter 31 (§2.2-3100 et seq) of Title 2.2;
11. Additional material and information as the University might reasonably request.

V. Proposal Evaluation and Selection Criteria

Some or all of the following matters may be considered in the evaluation and selection of PPEA proposals. Virginia Tech retains the right at all times to reject any proposal at any time for any reason.

A. Qualifications and Experience

The University will consider the following factors in either phase of its review to determine whether the proposer possesses the requisite qualifications and experience:

1. Experience with similar projects;
2. Demonstration of ability to perform work;
3. Leadership structure;
4. Project manager's experience;
5. Management approach;
6. Financial condition; and
7. Project ownership.

B. Project Characteristics

The University will consider the following factors in determining the project characteristics:

1. Project definition;
2. Proposed project schedule;
3. Operation of the project;
4. Technology; technical feasibility;
5. Conformity to laws, regulations, and standards;
6. Environmental impacts;
7. Condemnation impacts;
8. State and local permits; and
9. Maintenance of the project.

C. Project Financing

Factors to be considered in determining whether the proposed project financing allows adequate access to the necessary capital to finance the project may include but are not necessarily limited to:

1. Cost and cost benefit to the University;
2. Financing and the impact on the debt or debt burden of the University;
3. Financial plan, including the degree to which the proposer has conducted due diligence investigation and analysis of the proposed financial plan and the results of any such inquiries or studies;
4. Opportunity costs assessments;
5. Estimated cost;
6. Life-cycle cost analysis;
7. The identity, credit history, and past performance of any third party that will provide financing for the project and the nature and timing of their commitment; and
8. Such other items as the University deems appropriate.

In the event that any project is financed through the issuance of obligations that are deemed to be tax-supported debt of the University, or if financing such a project may impact the University's debt rating or financial position, the University may select its own finance team, source, and financing vehicle.

D. Project Benefit and Compatibility

Factors to be considered in determining the proposed project's compatibility with the appropriate local or regional comprehensive or development plans may include but are not necessarily limited to:

1. Community benefits;
2. Community support or opposition, or both;

3. Public involvement strategy;
4. Compatibility with existing and planned facilities; and
5. Compatibility with local, regional, and state economic development efforts.

E. Other Factors

Other factors that may be considered by the University in the evaluation and selection of PPEA proposals include:

1. The proposed cost of the qualifying project;
2. The general reputation, industry experience, and financial capacity of the private entity;
3. The proposed design of the qualifying project;
4. The eligibility of the project for accelerated documentation, review, and selection;
5. Local citizen and government comments;
6. Benefits to the public, including financial and unfinancial;
7. The private entity's compliance with a minority business enterprise participation plan or good faith effort to comply with the goals of such plan;
8. The private entity's plans to employ local contractors and residents;
9. The recommendation of a committee of representatives of members of the University and the appropriating body which may be established to provide advisory oversight for the project; and
10. Other criteria that Virginia Tech deems appropriate.

VI. Additional Review Procedures

A. Public Private Partnership Oversight Advisory Committee

Virginia Tech may, at its discretion, assemble an advisory committee or establish criteria to trigger the establishment of an advisory committee for the purpose of reviewing the terms of a proposed interim or comprehensive agreement. If the University forms a committee or establishes such criteria, the members will consist of representatives from the University and its Board of Visitors. The criteria, if formally established, should include, but not be limited to, the scope, total cost and duration of the proposed project, and whether the project involves or impacts multiple public entities. Timelines for the work of the committee should be developed and made available to proposers.

B. Timelines

Guidelines for determining applicable timelines are as follows:

1. For Solicited Bids, the timeline for selecting proposals and negotiating an agreement will be consistent with the terms and conditions set forth in the Request for Proposals.
2. For Unsolicited Proposals, an estimated timeline will be developed and distributed within 60 days of receipt of the proposal. The timeline will be subject to revision(s), as required.

3. Accelerated selection, review, and documentation timelines shall be permitted for proposals involving a qualifying facility that the University deems a priority.

VII. Interim and Comprehensive Agreements

A. Interim Agreement Terms

Prior to or in connection with the negotiation of the comprehensive agreement, the University may enter into an interim agreement with the private entity. The scope and content of an interim agreement may include but is not limited to:

1. Project planning and development;
2. Design and engineering;
3. Environmental analysis and mitigation;
4. Survey;
5. Ascertaining the availability of financing for the proposed facility through financial and revenue analysis;
6. Establishing a process and timing of the negotiation of the comprehensive agreement;
7. Granting permission to the private entity to commence activities for which it may be compensated relating to the qualifying project; and
8. Any other provisions related to any aspect of the development or operation of a qualifying project that the parties may deem appropriate prior to the execution of a comprehensive agreement.

B. Comprehensive Agreement Terms

Prior to developing or operating any qualifying project, a selected private entity shall enter into a comprehensive agreement with the University as provided by the PPEA. Any such comprehensive agreement and any amendment thereto, must be approved by the University's Board of Visitors before it is entered into on behalf of the University. As provided by the PPEA, the terms of the comprehensive agreement shall include but not be limited to:

1. The delivery of maintenance, performance and payment bonds or letters of credit in connection with any acquisition, design, construction, improvement, renovation, expansion, equipping, maintenance, or operation of the qualifying project;
2. The review of plans and specifications for the qualifying project by the University;
3. The rights of the University to inspect the qualifying project to ensure compliance with the comprehensive agreement;
4. The maintenance of a policy or policies of liability insurance or self-insurance reasonably sufficient to insure coverage of the project and the tort liability to the public and employees and to enable the continued operation of the qualifying project;
5. The monitoring of the practices of the private entity by the University to ensure proper maintenance;

6. The terms under which the private entity will reimburse the University for services provided;
7. The policy and procedures that will govern the rights and responsibilities of the University and the private entity in the event that the comprehensive agreement is terminated or there is a material default by the private entity including the conditions governing assumption of the duties and responsibilities of the operator by the University and the transfer or purchase of property or other interests of the private entity by the University;
8. The terms under which the private entity will file appropriate financial statements on a periodic basis;
9. The mechanism by which user fees, lease payments, or service payments, if any, may be established from time to time upon agreement of the parties. Any payments or fees shall be set at a level that are the same for persons using the facility under like conditions and that will not materially discourage use for the qualifying project;
 - a. A copy of any service contract shall be filed with the University.
 - b. A schedule of the current user fees or lease payments shall be made available by the private entity to any member of the public upon request.
 - c. Classifications according to reasonable categories for assessment of user fees may be made.
10. The terms and conditions under which the University may contribute financial resources, if any, for the qualifying project;
11. The terms and conditions under which existing site conditions will be assessed and addressed, including identification of the responsible party for conducting the assessment and taking necessary remedial action;
12. The terms and conditions under which the University will be required to pay money to the private entity and the amount of any such payments for the project;
13. Other requirements of the PPEA or other applicable law; and
14. Such other terms and conditions as the University may deem appropriate.

Any changes in the terms of the interim or comprehensive agreement as may be agreed upon by the parties from time to time shall be added to the interim or comprehensive agreement by written amendment only.

The comprehensive agreement may provide for the development or operation of phases or segments of a qualifying project.

C. Notice and Posting requirements

In addition to the posting requirements of Section III(B), 30 days prior to entering into an interim or comprehensive agreement, the University shall provide an opportunity for public comment on the proposals. Such public comment period may include a public hearing in the sole discretion of the University. After the end of the public comment period, no additional posting shall be required based on any public comment received.

Once the negotiation phase for the development of an interim or a comprehensive agreement is complete and a decision to award has been made by the University, the University shall post the proposed agreement in on the Department of General Service's web-based electronic procurement program ("eVA"). At least one copy of the proposals shall be made available for public inspection. Trade secrets, financial records, or other records of the private entity excluded from disclosure under the provisions of subdivision 11 of §2.2-3705.6 shall not be required to be posted, except as otherwise agreed to by the University and the private entity. Any studies and analyses considered by the University in its review of a proposal shall be disclosed to the appropriating body at some point prior to the execution of an interim or comprehensive agreement.

Once an interim agreement or a comprehensive agreement has been entered into, the University shall make procurement records available for public inspection, upon request. Such procurement records shall include documents protected from disclosure during the negotiation phase on the basis that the release of such documents would have adverse affect on the financial interest or bargaining position of the University or private entity in accordance with Section II.D.3. Such procurement records shall not include (i) trade secrets of the private entity as defined in the Uniform Trade Secrets Act (§59.1-336 et seq.) or (ii) financial records, including balance shects or financial statements of the private entity that are not generally available to the public through regulatory disclosure or otherwise.

To the extent access to procurement records are compelled or protected by a court order, then the University must comply with such order.

VIII. Governing Provisions

In the event of any conflict between these guidelines and the PPEA, the terms of the PPEA shall control.