

Virginia Tech Board of Visitors Meeting

June 2, 2003

Minutes

- A: [Minutes](#) of the Academic Affairs Committee, June 2, 2003
- B: [Resolution](#) for Changes in Apparel, Housing and Resource Management Programs
- C: [Resolution](#) for Approval of the Bachelor of Science in Interior Design
- D: [Resolution](#) for Approval of the Master of Natural Resources Degree
- E: [Resolution](#) for Approval of the Faculty Commitment to the University
- F: [Resolution](#) for Approval of the Return-Service Obligation for Study-Research Leave
- G: [Resolution](#) for Approval of the Restructuring of the University's Academic Colleges
- H: [Minutes](#) of the Buildings and Grounds Committee
- I: [Resolution](#) for Approval of Delegation of Selected Capital Outlay Project Administration and Leased Property Management
- J: [Minutes](#) of the Finance and Audit Committee
- K: [Resolution](#) for Approval of the Year-to-Date Financial Performance Report
- L: [Resolution](#) for Approval of 2003-2004 University Budget
- M: [Resolution](#) for Approval of the Student Financial Assistance
- N: [Resolution](#) for Approval of the Hotel Roanoke Conference Center Commission Budget
- O: [Resolutions](#) for Approval of the Dormitory and Dining Hall System Budget, Electric Service Budget, and University Services System Budget
- P: [Resolution](#) for Approval of the 2003-2004 Faculty Compensation Plan
- Q: [Resolution](#) for Approval of the Appointments to the Hotel Roanoke Conference Center Commission
- R: [Resolution](#) for Approval of the Proposed 2003-2004 Pratt Fund Budgets
- S: [Resolution](#) for Ratification of 2004-2010 Capital Outlay Plan
- T: [Minutes](#) of the Student Affairs Committee
- U: [Resolution](#) for Approval of the Athletic Department Revised Substance Abuse Policy
- U: [Athletic](#) Department Revised Substance Abuse Policy
- V: [Report](#) of the Ad Hoc Committee on Revisions to the Board of Visitors Bylaws
- W: [Report](#) of the Ad Hoc Committee on the Narrow-Tailoring Concept
- X: [Spring](#) 2003 Enrollment Report
- Y: [Constituency](#) Reports from Dr. Edd Sewell and Mr. Brian Montgomery

Z: [Resolution](#) for Approval to Name a University Facility

AA: [Virginia](#) Bioinformatics Institute Policy Advisory Board Reappointment

BB: [Resolution](#) for Approval of an Endowed Professorship

CC: [Resolution](#) for Emeritus Status

DD: [Approval](#) of Faculty Leaves - Study-Research

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

FF: [Research](#) and Development Disclosure Report

GG: [Resolution](#) for Approval of the 2003-2004 Promotion, Tenure, and Continued Appointment Program

GG: [Promotion](#), Tenure, and Continued Appointment List

HH: [Resolution](#) for Ratification of the Women's Basketball Bonuses

MINUTES
June 2, 2003

The Board of Visitors of Virginia Polytechnic Institute and State University met on Monday, June 2, 2003, at 1:00 p.m. in the Torgersen Hall Board Room at Blacksburg, Virginia.

Present

Mr. Mitchell O. Carr
 Mr. Ben J. Davenport, Jr.
 Mr. L. Bruce Holland
 Mr. Donald R. Johnson
 Mr. William C. Latham
 Mr. John R. Lawson, II
 Mr. T. Rodman Layman
 Mr. Jacob A. Lutz, III
 Mr. A. Ronald Petera
 Mr. Thomas L. Robertson
 Mr. John G. Rocovich, Jr.
 Dr. Beverly Sgro
 Mr. Philip S. Thompson
 Mr. Brian Montgomery, Undergraduate Student Representative
 Mr. Christian Rieser, Graduate Student Representative
 Dr. Edd Sewell, President, Faculty Senate

Absent

Note: Bruce Smith resigned leaving one vacancy.

Also present were the following: Dr. Charles W. Steger, Dr. Mark McNamee, Mr. Minnis E. Ridenour, Dr. Raymond D. Smoot, Jr., Dr. Ben Dixon, Dr. Pat Hyer, Mr. Larry Hincker, Mr. Jerry Cain, Dr. Karen DePauw, Dr. Hassan Aref, Dr. Joe Merola, Mr. Dwight Shelton, Mr. Ralph Byers, Ms. Kim O'Rourke, Dr. Elizabeth Flanagan, Ms. Kay Heidbreder, Dr. Ed. Spencer, Dr. John Dooley, Dr. James Blair, Dr. David Ostroth, Dr. Paul Farrier, Dr. Diane Zahm, Mr. Jon Jaudon, Dr. Cathryn Turrentine, Mr. Martin Daniel, Ms. Sandy Smith, Ms. Teresa Wright, Ms. Terri Thompson, Dr. David Ford, Mr. Jeb Stewart, Ms. Carolyn Ratcliffe, Ms. Sherri Box, Mr. Allan Bradley, Ms. Myrna Callison, faculty, staff, students, and reporters.

The meeting was called to order by the Rector, Mr. Rocovich, at 1:00 p.m.

Mr. Rocovich moved that the minutes of the March 10, 2003 and April 6, 2003, meetings be approved as distributed. The motion was made by Mr. Latham and seconded by Mr. Thompson. The minutes were approved unanimously.

REPORT OF THE ACADEMIC AFFAIRS COMMITTEE

Mr. Rocovich called on Mr. Johnson for a report of the Academic Affairs Committee. (Copy attached for the permanent files and marked Attachment A.)

* * * * *

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

Resolution for Approval to the Merged and Renamed B.S., M.S., and Ph.D. in Apparel, Housing and Resource Management

That the resolution 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 Mr. Johnson, seconded by Mr. Davenport, and was approved unanimously.

Resolution for Approval of the Bachelor of Science in Interior Design

That the resolution be approved. (Copy filed with the permanent minutes and marked Attachment C.)

* * * * *

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

Resolution for Approval of the Master of Natural Resources Degree

That the resolution be approved. (Copy filed with the permanent minutes and marked Attachment D.)

Mr. Johnson commented that the Natural Resources Degree will be of great benefit to the university and its image in the Northern Virginia area.

* * * * *

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

Resolution for Approval of the Faculty Commitment to the University

That the policy on faculty commitment to the university be approved. (Copy filed with the permanent minutes and marked Attachment E.)

Mr. Johnson commented that the important part of this is that each faculty member in addition to disclosing any potential conflict that would involve financial gain, this would also involve serving on a external committee, editing a journal, and other external activities so there is full disclosure by the faculty.

* * * * *

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

Resolution for Approval of the Return-Service Obligation for Study-Research Leave

That the change in return-service obligation be approved for all study-research leaves beginning in 2003-04. (Copy filed with the permanent minutes and marked Attachment F.)

* * * * *

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

Resolution for Approval of the Restructuring of the University's Academic Colleges

That the resolution be approved. (Copy filed with the permanent minutes and marked Attachment G.)

Mr. Rocovich commended President Steger, Provost McNamee, and the administration for a great job on the restructuring program. There was a tremendous amount of work and with a good result.

Provost McNamee responded to a question regarding the Natural Resources increase in students with no increase in faculty. The Provost explained that the numbers represent student full-time equivalents – not the number of students in the major - and the faculty are teaching a broad range of students not only in the Natural Resources but in other related courses.

REPORT OF THE BUILDINGS AND GROUNDS COMMITTEE

Mr. Rocovich called on Mr. Latham for a report of the Buildings and Grounds Committee (Copy attached for permanent files and marked Attachment H.)

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

Resolution for Approval of Delegation of Selected Capital Outlay Project Administration and Leased Property Management

That the resolution authorizing its Buildings and Grounds Committee to act on behalf of the Board in the review and approval of the policies, procedures, and guidelines for the administration of selected capital projects and the administration of real property leases, be approved. (Copy attached for permanent files and marked Attachment I.)

REPORT OF THE FINANCE AND AUDIT COMMITTEE

Mr. Rocovich called on Mr. Lutz for the report of the Finance and Audit Committee (Copy attached for permanent files and marked Attachment J.)

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

Resolution for Approval of the Year-to-Date Financial Performance Report (July 1, 2002-March 31, 2003)

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, 2002 through March 31, 2003 and the Capital Outlay report be accepted. (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. Lutz, seconded by Mr. Thompson, and approved unanimously:

Resolution for Approval of 2003-2004 University Budget

That the proposed 2003-2004 operating and capital budgets, as displayed on Schedules 1, 2, and 3, be approved. (Copy filed with the permanent minutes and marked Attachment L.)

* * * * *

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

Resolution for Approval of the Student Financial Assistance

That the recommended allocations for student financial assistance for the fiscal year 2003-2004 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. Lutz, seconded by Mr. Thompson, and approved unanimously:

**Resolution for Approval of the
Hotel Roanoke Conference Center Commission Budget**

That the budget for the Hotel Roanoke Conference Center Commission for 2003-04 be approved. (Copy filed with the permanent minutes and marked Attachment N.)

* * * * *

As part of the Finance and Audit Committee report, the following resolutions for the 2003-04 Auxiliary Systems Budgets were collectively moved by Mr. Lutz, seconded by Thompson, and approved unanimously:

Resolution for Approval of the Dormitory and Dining Hall System Budget

Resolution for Approval of the Electric Service Budget

Resolution for Approval of the University Services System Budget

That the budgets 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. Lutz, seconded by Mr. Johnson, and was approved unanimously:

Resolution for Approval of the 2003-2004 Faculty Compensation Plan

That the proposed 2003-2004 Faculty Compensation Plan for Teaching and Research, Administrative and Professional, and Special Research Faculty be approved. (Copy filed with the permanent minutes and marked Attachment P.)

Mr. Lutz commented that there has been an ongoing dialog between the committee and Mr. Ridenour to find a way to get the faculty salaries (and staff salaries, if possible) up to the 60th percentile. This is a goal of the committee, but it will not be easy to achieve.

* * * * *

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

Resolution for Approval of the Appointments to the Hotel Roanoke Conference Center Commission

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

* * * * *

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

Resolution for Approval of the Proposed 2003-2004 Pratt Fund Budgets

That the proposed 2003-2004 allocations and use of Pratt Funds be approved. (Copy filed with the permanent minutes and marked Attachment R.)

* * * * *

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

Resolution for Ratification of 2004-2010 Capital Outlay Plan

That the proposed Capital Outlay Plan for 2004-2010 be approved. (Copy filed with the permanent minutes and marked Attachment S.)

West Side Stadium Expansion Project Status Report

As part of the Finance and Audit Committee report, Mr. Lutz gave a status report on the West Side Stadium Expansion Project. No action was needed.

Mr. Lutz shared that Mr. Lawson presented a proposal to create 800 seats in addition to the 1,031 seats included in the expansion plan.

Mr. Lawson further explained that the seating in the President's Box and Hokie Club Box is being replaced and increased, so the 800 seats is a net increase. Seating will total approximately 68,300 upon completion. Mr. Latham extended appreciation to Mr. Lawson for his work and vision in creating the additional 800 seats.

In response to a question from Dr. Sgro, Mr. Lawson responded that the \$1.9 million is sufficient to fully fund the planning.

Mr. Carr raised a question regarding the \$93.8 million cost for the south and west additions. Mr. Ridenour explained that the \$93 million figure is the amount that the state authorized for the south and west sides combined. However, the university may not necessarily exercise the entire authorization. He noted that the Board thus far has authorized only the planning for the west side and the university cannot move forward with construction until the Board authorizes the project. A financing plan for the west side will be presented to the Board at the August meeting.

REPORT OF THE STUDENT AFFAIRS COMMITTEE

Mr. Rocovich called on Mr. Layman for the report of the Student Affairs Committee (Copy attached for permanent files and marked Attachment T.)

As part of the Student Affairs Committee report, the following resolution was moved by Mr. Layman, seconded by Mr. Latham, and approved unanimously:

Resolution for Approval of the Athletic Department Revised Substance Abuse Policy

That the revised Substance Abuse Policy for the Athletic Department be approved and implemented immediately. (Copy filed with the permanent minutes and marked Attachment U.)

REPORT OF THE AD HOC COMMITTEE ON REVISIONS TO THE BOARD OF VISITORS BYLAWS

Mr. Rocovich called on Mr. Layman for the report of the Ad Hoc Committee on Revisions to the Board of Visitors' Bylaws. No action was required. Mr. Rocovich expanded the mission of the committee to include housekeeping details to enable the Bylaws to be updated to reflect changes in the statutes and prior actions of the Board. Ms. Heidbreder brought to the attention of the committee that the Bylaws had not been updated in 20 years. This resolution will come before the Board in August for action. Mr. Layman proceeded to say that the Board has the resolution before them, and this will serve as the 15-day notice. Suggested revisions in the language can be submitted to Mr. Layman, Ms. O'Rourke or Mr. Rocovich. Mr. Latham asked if there had not been resolutions over the past years that have been reviewed for implementation into the Bylaws. In response, Mr. Rocovich responded that the Board has passed and implemented resolutions, but the Bylaws were never updated. Mr. Carr is concerned that the proposal will preclude any motions from the floor and will tie the Board's hands. Mr. Rocovich responded that the resolution has been distributed for information only and the time to discuss the merits of the resolution will be at the next meeting when there is a formal motion before the Board. Mr. Rocovich suggested to Mr. Carr that he is welcome to propose an alternative that can be circulated prior to the next meeting and then presented for discussion at the meeting. (Copy attached for permanent files and marked Attachment V.)

**REPORT OF THE AD HOC COMMITTEE ON THE NARROW-TAILORING
CONCEPT**

Mr. Rocovich called on Mr. Davenport for the report of the Ad Hoc Committee on the Narrow-Tailoring Concept (Copy attached for permanent files and marked Attachment W.)

Mr. Davenport commented on his attendance at the Race-Neutral Conference in Florida sponsored by the U.S. Secretary of Education. He stated that there is no higher education system that is not consciously trying to have a diverse student body. David Johnson from the Virginia Attorney General's office also attended this conference and Mr. Johnson made it very clear that Virginia Tech was leading the rest of the universities in Virginia as far as being cooperative and attempting to move forward. David Johnson stated there is no system in the state being more proactive about dealing with the narrow-tailoring guidelines, and Virginia Tech is definitely in a leadership role. Mr. Davenport told the Board that the administration is providing necessary staff and time to assist the committee. The committee would like very soon to present to this Board (maybe at the August meeting) a proposal for refining the way the university deals with race-conscious programs.

PRESIDENT'S REPORT ITEMS FOR BOARD APPROVAL AND INFORMATION

Mr. Rocovich announced that Bruce Smith resigned from the Board because of the demands and scheduling conflicts created by his professional football career.

Mr. Rocovich introduced L. Bruce Holland who was attending his first Board meeting in his ex officio capacity as the President of the Board of the Virginia Department of Agriculture and Consumer Services, succeeding Joe Wampler.

Mr. Rocovich then called on President Steger for his report.

President Steger reported on the Spring 2003 Enrollment Report (Copy attached for the permanent files and marked Attachment X.)

President Steger shared that he, the Rector, and other university officials met with SCHEV to review enrollment plans. Virginia Tech's position is that we will not consider taking additional students unless there is additional funding to support them.

In regard to Mr. Layman's inquiry about the newspaper article about a faculty salary study recently published by the Jefferson Institute, President Steger shared that the Council of Presidents will have a combined response to that report refuting a number of assumptions that are not quite accurate. For example, the use of Carnegie categories of research extensive institutes does not in fact mirror Virginia Tech's peer group.

Later in June, there will be a planning retreat for Deans, Vice Presidents, and Vice Provosts to re-focus on the academic, research, and outreach agendas. Subsequently, a Board retreat is planned for August to also revisit the strategic plan and some progress in that regard.

President Steger shared information regarding his recent trip to South Korea. He visited with the director of research for Hyundai Motors and invited them to come here to visit the smart highway. A proposal is being developed for a continuing education program in the e-business area for Korean industry. Collaboration with the Korean technology institute is beginning, and they are planning to send a postdoctoral fellow here at their cost to help further some of the research programs. Virginia Tech also has an alumni chapter with approximately 250 alums in Korea. Over 100 alums came to our alumni meeting. One of the alums is the President of Korea Telecom. They are very enthusiastic Virginia Tech supporters. President Steger gave a lecture to the Korean government and met with the Mayor of Seoul. Korea has 40 million people; Seoul alone has 15 to 20 million people. The objective was to open up new research opportunities and look at fund raising opportunities for the future.

President Steger shared information regarding the Governor's recent Research Summit. He chaired a committee appointed by the Governor to look at the state's university research enterprise. He noted that state officials are beginning to understand the value of research and are looking at ways to expand funding. Virginia Tech is working on an effort to increase federal government activity in terms of funding. Just last week Virginia Tech learned of authorization (not yet an appropriation) from DOD for \$6.5 million for the Bioinformatics Institute, \$5 million for the NAVCIITI Project – a project with the Navy and a whole series of other small projects that may result in another \$5 million. Members of the Virginia Congressional delegation from all parties have been very helpful in advancing the efforts of Virginia Tech.

President Steger announced that Dr. Paul Farrier, Associate Director of the Schiffert Health Center, was present to answer any questions that the Board members might have regarding the center's prescribing and dispensing the morning-after contraceptive pill in light of recent attention brought to the matter by Delegate Robert Marshall. The Board members had no questions for Dr. Farrier.

President Steger then called on Dr. Edd Sewell, Mr. Christian Rieser, and Mr. Brian Montgomery for their constituency reports. (Copy attached for the permanent files and marked Attachment Y.)

Motion to begin Closed Session

Mr. Latham 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, approval of the conflict of interest report, review of departments where specific individuals' performance will be discussed, and consideration of personnel changes including appointments, resignations, and salary adjustments of specific employees.
2. The status of current litigation and briefing on actual or probable litigation.
3. Consideration of 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 Mr. Johnson 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. Mr. Rocovich called the meeting to order and asked Mr. Lutz to make the motion to return to open session.

Mr. Lutz 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. Johnson and passed unanimously.

On recommendation of Mr. Rocovich, and after motion by Mr. Lutz and second by Mr. Johnson, unanimous approval was given to the **Resolution for Approval to Name a University Facility**, as considered in Closed Session. (Copy attached for the permanent file and marked Attachment Z.)

On recommendation of Mr. Rocovich, and after motion by Mr. Lutz and second by Mr. Robertson, unanimous approval was given to the resolution for approval of the **Virginia Bioinformatics Institute Policy Advisory Board Reappointment**, as considered in Closed Session. (Copy attached for the permanent file and marked Attachment AA.)

On recommendation of Mr. Rocovich, and after motion by Mr. Johnson and second by Mr. Thompson, unanimous approval was given to the resolution for approval of an **Endowed Professorship (1)**, as considered in Closed Session. (Copy attached for the permanent file and marked Attachment BB.)

On recommendation of Mr. Rocovich, and after motion by Mr. Holland and second by Mr. Johnson, unanimous approval was given to the resolutions for approval of **Emeritus Status (43)**, as considered in Closed Session. (Copies attached for the permanent file and marked Attachment CC.)

On recommendation of Mr. Rocovich, and after motion by Mr. Latham and second by Mr. Thompson, unanimous approval was given to the resolution for approval of **Faculty Leaves - Study-Research (2)**, as considered in Closed Session. (Copy attached for the permanent file and marked Attachment DD.)

On recommendation of Mr. Rocovich, and after motion by Mr. Lutz and second by Mr. Johnson, unanimous approval was given to the **Resolution for the Ratification of the Personnel Changes Report** as considered in Closed Session. (Copy attached for the permanent file and marked Attachment EE.)

On recommendation of Mr. Rocovich, and after motion by Mr. Lutz and second by Mr. Thompson, approval was given to the **Research and Development Disclosure Report** as considered in Closed Session. (Mr. Johnson abstained from voting.) (Copy attached for the permanent file and marked Attachment FF.)

On recommendation of Mr. Rocovich, and after motion by Mr. Lutz and second by Mr. Johnson, approval was given to the **Resolution for Approval of the 2003-2004 Promotion, Tenure, and Continued Appointment Program** as considered in Closed Session. (Copy attached for the permanent file and marked Attachment GG.)

On recommendation of Mr. Rocovich, and after motion by Mr. Lutz and second by Mr. Johnson, approval was given to the **Resolution for Ratification of the Women's Basketball Bonuses** as considered in Closed Session. (Copy attached for the permanent file and marked Attachment HH.)

LITIGATION REPORT CLOSED SESSION ITEM

Heard **Litigation Report. No Board Action Required.**

Mr. Rocovich called on Dr. Sgro, Chair of the Nominating Committee, to give a report. Other members of the committee appointed at the March meeting included Mr. Johnson, Mr. Latham, and Mr. Wampler. Mr. Rocovich announced that since Mr. Latham is eligible for reappointment and desirous of being reappointed, he resigned from the nominating committee and the Rector subsequently appointed Mr. Carr to take his place. Dr. Sgro reported that the committee as it is currently constituted proposes Mr. Rocovich continuing as rector. Due to the unusual circumstance, the committee nominates Mr. Latham as vice-rector pending his reappointment by the Governor. If Mr. Latham is not reappointed, the committee nominates Mr. Davenport to serve as vice-rector of the board. Mr. Johnson seconded the nominations and Mr. Holland moved the nominations be closed. Mr. Layman shared that this almost invites the Governor not to reappoint Mr. Latham in order to get one of his appointees as vice-rector. Dr. Sgro commented that this might also enhance Mr. Latham's prospects for reappointment to the Board since this indicates the board has strong support for Mr. Latham for his loyalty and dedication to the university. The motion that Mr. Rocovich serve as rector, that Mr. Latham if

reappointed serve as vice-rector, and that in the event of Mr. Latham's non-reappointment Mr. Davenport serve as vice-rector was approved. Mr. Latham and Mr. Davenport abstained from the vote. Dr. Sgro also reported that Ms. O'Rourke was nominated to continue as secretary to the board. Mr. Johnson seconded the nomination and the board approved unanimously.

Dates for the next meeting are August 24-25, 2003.

On recommendation of Mr. Rocovich, and after motion by Mr. Lutz and second by Mr. Latham, the meeting adjourned adjourned at 4:00 p.m.

[Redacted Signature]

John G. Rocovich, Rector

[Redacted Signature]

Kim O'Rourke, Secretary

Minutes of the Academic Affairs Committee
June 2, 2003

Board members present: Don Johnson, Beverly Sgro, Ben Davenport, John Rocovich, Christian Rieser.

Guests: Mark McNamee, David Ford, Patricia Hyer, Dixon Hanna, Joseph Merola, Rene Armstrong, John Dooley, Karen DePauw, Diane Zahm, Sam Easterling, Paul Knox, Marjorie Norton, Robert Bush, Greg Brown, Ellen Plummer, and Dennis Catley.

OPEN SESSION:

Minutes of the March 10, 2003 joint meeting of the Academic Affairs and Student Affairs Committees were approved with no changes.

The committee first considered three resolutions concerning changes to academic degree programs. Marjorie Norton presented background on the series of restructuring actions over several years that led to the requested program changes in the Department of Apparel, Housing, and Resource Management, including a merger with the Department of Clothing and Textiles several years ago and the more recent transfer of Interior Design to the College of Architecture. The bachelor's, master's, and doctoral programs in the department have been restructured and renamed to Apparel, Housing, and Resource Management to reflect the career tracks for which students are being prepared. The separate bachelor's, master's, and doctoral degrees in Clothing and Textiles will be discontinued. The motion was made and seconded to approve the resolution to merge and rename the degree programs in Apparel, Housing, and Resource Management. The motion was approved.

Paul Knox presented the related degree program action establishing the Interior Design program as a separate degree. It is currently a track in the undergraduate degree program that was managed by the Department of Apparel, Housing, and Resource Management. The Interior Design program is now in the College of Architecture. The program enrolls approximately 200 students and, like the architecture curriculum, uses studio-based classes as a primary instructional mode. A motion was made and seconded to approve the resolution to establish a separate B.S. in Interior Design. The motion was approved.

Robert Bush presented the third degree program action, the establishment of a Master of Natural Resources in Northern Virginia. Several years ago, the College of Natural Resources created a graduate certificate program in Northern Virginia to serve the needs of natural resource professionals working in local, state, and federal agencies, private environmental consulting firms, and non-governmental conservation organizations. The master's degree is a natural outgrowth of this certificate program and it ties in well with the development of the Metropolitan Institute, the existing Center for Public Administration and Policy, and the program in Urban Affairs and Planning, all of which provide related policy coursework and research opportunities in Northern Virginia. The MNR degree will serve the natural resource community much like the MBA serves the business community, particularly as preparation for managerial positions. A motion to approve the Master of Natural Resources was made and seconded. The motion was approved.

Diane Zahm presented the resolution concerning faculty commitment to the university. The policy statement on faculty commitment is a complement to the previously approved policy revision on conflict of interest. While conflict of interest deals primarily with financial concerns,

this policy addresses possible conflicts of faculty effort, without regard to whether there is a financial gain involved. The statement makes clear that the faculty member's primary commitment is to their university-assigned duties and that the faculty member is expected to report proposed involvement in external activities through one of several mechanisms, and to seek the guidance and approval of the department head for such activities. A motion to approve the statement on faculty commitment to the university was made and seconded. The motion was approved.

Patricia Hyer presented a resolution making a consistent obligation of one academic year of full-time service following an approved leave, whether that be a one-year leave at half pay, or a one-semester leave at full pay. The return service obligation currently differs by type of leave. A motion to approve the resolution was made and seconded. The motion carried.

Joseph Merola introduced the resolution summarizing the proposed changes in college structures and names for Board ratification. This step culminates months of discussion and work to realign various departments to optimize the possibility for collaboration in research and program development, and to deal with severe budget reductions. Effective July 1, the College of Science and the College of Liberal Arts and Human Sciences will become official entities. Departmental transfers will be finalized, and budgets reallocated. University-level restructuring is now complete. The next phase of restructuring will be to solidify these organizational changes and determine if further departmental and curriculum adjustments would enhance effectiveness or achieve needed economies. A motion to ratify the new college structure was made and seconded. The motion carried.

As part of the discussion about restructuring and changes experienced at all levels of the university, committee members urged administrators to develop simple measures and brief statements of the impact of budget reductions on teaching and research so that this story could be told in a more compelling fashion to members of the General Assembly and the public than it has to date.

Patricia Hyer presented an overview of the faculty salary studies underway this summer. There are three main issues being studied: competitiveness, compression, and equity. Examples of the analyses for competitiveness and compression were provided using preliminary data. Competitiveness involves comparisons with faculty salaries in the same discipline and rank at other universities. Compression highlights cases where junior faculty members are being paid the same or more than senior faculty members. The studies are being developed for use in the merit adjustment cycle this summer. Further information will be presented to the committee at the August meeting.

A resolution approving the budget for expenditure of Pratt funds for 2003-04 was presented. A motion to approve the budget was made and seconded. The motion carried.

CLOSED SESSION:

Bev Sgro moved that the committee convene in Executive Session. The motion was seconded and approved. Issues included approval of recommendations for conferral of promotion and tenure, emeritus status, appointment to an endowed professorship, faculty leaves, and ratification of the research and development disclosure report and faculty personnel changes reports. The recommendations were approved. However, Don Johnson recused himself from

consideration of the Research and Development Disclosure Report because of a potential conflict. The committee then formally closed and certified the Executive Session.

Upon motion duly made, seconded, and approved, the meeting of the Academic Affairs Committee was adjourned.

**MERGED AND RENAMED B.S., M.S., AND PH.D.
IN APPAREL, HOUSING, AND RESOURCE MANAGEMENT**

WHEREAS, the Department of Near Environments has changed its name to the Department of Apparel, Housing, & Resource Management to be consistent with its mission; and

WHEREAS, the faculty and programs of the degrees in Clothing and Textiles and Housing, Interior Design, and Resource Management now have the common mission to improve the quality of life for individuals, families, and the broader community by creating and extending knowledge in apparel, housing, and resource management; and

WHEREAS, the integration of the program options of the Department of Apparel, Housing, & Resource Management within the structure of a single program will allow for incorporating core, broad-based, educational content essential for all university and program graduates as well as the content-specific program knowledge necessary for the targeted, specialized career interests of the department's graduates;

THEREFORE, be it resolved that the B.S., M.S., and Ph.D. in Clothing and Textiles and the B.S., M.S., and Ph.D. in Housing, Interior Design, & Resource Management be merged and renamed as the B.S., M.S., and Ph.D. in Apparel, Housing, & Resource Management, effective Fall 2003 or as soon thereafter as possible.

RECOMMENDATION:

That the above resolution be approved.

**PROPOSAL SUMMARY
B.S., M.S., AND PH.D. IN
APPAREL, HOUSING, AND RESOURCE MANAGEMENT**

History of the Apparel, Housing, and Resource Management Program at Virginia Polytechnic Institute and State University

In Spring 1997, the Department of Housing, Interior Design and Resource Management (HIDM) and the Department of Clothing and Textiles (CT) merged to become the Department of Near Environments. The restructuring took place in response to significant challenges that higher education and Virginia Tech were facing due to reduced fiscal assistance from the Commonwealth. In subsequent restructuring actions at Virginia Tech during Summer 2002, the Interior Design program transferred to the College of Architecture and Urban Studies; the three program areas of Housing, Resource Management, and Apparel (Clothing and Textiles) remained in this department, and formed the newly renamed Department of Apparel, Housing, and Resource Management (AHRM).

This proposal addresses an intradepartmental curriculum merger at the undergraduate program level. Specifically, this proposal seeks approval for the Department of Apparel, Housing, and Resource Management to merge the existing B.S., M.S., and Ph.D. degrees awarded through HIDM and CT and offer a program titled Apparel, Housing, and Resource Management, with already established options in Apparel Design, Consumer Studies, Family Financial Management, Housing (newly proposed), Merchandising Management, and Residential Property Management. This curriculum merger of the AHRM degrees will result in increased efficiency of programs and course offerings. The merger will not result in current fiscal savings to the University, however; the actual fiscal savings were yielded at the outset of the departmental merger in 1997.

Since both the 1997 and 2002 restructuring actions, the faculty and staff in Apparel, Housing, and Resource Management have made significant progress in combining functions such as staffing to support departmental administration, in resolving issues of governance, policy and infra-structure, and in strategic planning. The AHRM faculty is currently focusing on curriculum issues, recognizing that all the program areas have in common the consumer, business and design perspectives in addressing basic needs of individuals, households and communities involving apparel, housing, and resource management. The AHRM faculty seeks to merge the department's programs within a single major. This academic approach will benefit students by preparing them for the collaborative, team-oriented efforts needed and utilized in many public and private organizations to find solutions to complex, multi-layered problems.

Academic Structure for the Degrees in AHRM:

Degree Requirements for the B.S. in AHRM:

A total of 120 credit hours is required for the degree. The 120 credit hours include course work to fulfill the University Core requirements; two core-content courses offered

by the College of Human Sciences and Education; courses specific to the three AHRM core knowledge areas (Individual and Household Well-being; Business Fundamentals; and Product Analysis and Design); option-specific courses to provide depth of content knowledge in apparel, housing, or resource management and related disciplines; controlled electives; and free-elective courses. The list of requirements is included in the full proposal.

Degree Requirements for the M.S. in AHRM:

A minimum of 30 credit hours is required for the M.S. in AHRM. Full-time students who enter the program with few deficiencies can complete the degree in two years. The AHRM M.S. graduate core curriculum will comprise 15 credit hours of course work, including 6 credits of departmental core courses; 3 credits of statistics chosen by individual students and their advisory committees to be appropriate for each student's planned research and/or career interests; and 6 credits of Research and Thesis (for thesis students) or 6 credits of course work (for non-thesis students).

Degree Requirements for the Ph.D. in AHRM:

The minimum number of credits for the Ph.D. in AHRM is 90. Full-time students who enter the program with few deficiencies can complete the degree in three years. The AHRM Ph.D. graduate core curriculum will comprise 51 credits of course work, including 9 credits of department core courses; 12 credits of statistics and research methods chosen by individual students and their advisory committees to be appropriate for each student's planned research; and 30 credits of Research and Dissertation.

Curriculum Requirements for Concentrations within the Graduate Programs:

Each concentration area offers a variety of graduate and advanced undergraduate courses. Students are guided by their advisory committees (at least three faculty members for a master's degree and five faculty members for a doctoral degree) in developing their plans of study to meet their individual career goals and fulfill the Department and University requirements. Sample plans of study are provided in the Graduate Policy Manual of the AHRM Department for students' use as guides in developing their own plans of study.

Expected Learning Outcomes:

To prepare AHRM students for future professional roles, the departmental faculty has identified student-learning objectives to assist in developing relevant programs and concentrations, course content, research projects and related learning experiences. The identified objectives articulate faculty expectations for students to accomplish by the time they complete their course of study in the AHRM program, although the levels of achievement and proficiency will vary according to individual students' aptitudes, abilities, and plans of study.

The AHRM program functions in support of independent scholarship and growth in the concentration areas within the Department, as well as the integration of the body of knowledge related to consumers' environments within an interdisciplinary perspective.

The following program goals and objectives form the basis of expected learning outcomes in the AHRM B.S. program.

Apparel

Apparel Design

- To analyze, define, and solve design problems with creative techniques and quality products.
- To make appropriate choices in the design process relative to the garment and the wearer.
- To execute designs exhibiting skill in the areas of assembly, flat and draped pattern making, and visual and verbal presentation.

Merchandising Management

- To calculate measures of profitability and merchandise pricing strategies for apparel products and for the apparel business.
- To explain the interrelationships among the stages of the textile and apparel pipeline and their impact on the delivery of products to consumers.
- To discuss the importance of raw materials and production processes to consumers' post- production satisfaction.
- To identify career choices within the industry.
- To evaluate the quality of apparel and textile products according to industry standards.
- To make appropriate choices for actions/strategies to improve sales and consumer relationships with business.

Housing

Residential Property Management

- To prepare a community analysis that illustrates the comprehensive knowledge the student has gained through property management course content.
- To develop a 5-year plan and budget for operating an apartment community that illustrates understanding of real estate finance.
- To demonstrate understanding of the importance of professionalism and its impact on a successful career.
- To identify and explain legislative issues and their impact on the property management industry.
- To show awareness of one's own personal management style and how this style fits the corporate "culture" of various companies.

Housing

- To demonstrate understanding of the role of housing in the lives of individuals and families, as well as its interrelationships with neighborhoods and communities, and to apply this knowledge in the planning, design, development and/or marketing of the residential environment.
- To evaluate construction and mechanical systems, equipment, energy use, new technologies, and materials choices in residential buildings to satisfy design criteria.

- To develop and communicate residential design solutions, with special emphasis on kitchen and bath design, that integrate building codes, resident health, safety and welfare, universal design, environmental considerations, and aesthetic criteria.
- To identify and apply the ethical standards, organizational and communication skills, and business principles necessary to the residential design and development industry.

Resource Management

Consumer Studies

- To demonstrate breadth of perspective on consumer issues and problems, and explain how proposed solutions to problems may affect employers and consumers.
- To apply a consumer interest perspective as part of a knowledge of business principles and operations.
- To apply ethical and evaluative thinking in the solution of problems.
- To demonstrate leadership, responsibility, and professional commitment.

Family Financial Management

- To identify alternative ways to effectively manage resources, and explain how effective management can empower individuals to make and implement decisions for improving their financial well-being.
- To show the ability to offer remedial advice and intervention assistance to individuals and families who are experiencing debt and budgeting problems.
- To apply fundamental skills for family finance management planning and for addressing challenges in planning.
- To demonstrate leadership, responsibility, and professional commitment.

Upon successful completion of the AHRM graduate program, students will be able to:

- Apply the vocabulary and concepts pertinent to their field of study.
- Demonstrate understanding of the interrelatedness of social, economic, and technological factors in shaping apparel, housing, and resource management.
- Assimilate and evaluate current research and other resources in apparel, housing, and resource management and root disciplines.
- Formulate and explain basic research design, including variables, hypotheses, sampling, instrumentation and analysis.
- Apply, interpret, and critique statistical techniques, as appropriate to research, teaching and outreach.
- Apply relevant theory, from root disciplines and from apparel, housing, and resource management, in conducting research, in teaching and in other professional activities.
- Contribute to knowledge in their specializations of apparel, housing, and resource management by disseminating research to scholarly and general audiences.
- Write and present research in a scholarly and professional manner.

- Organize information about department subject area content and research for presentation in various situations (e.g. post-secondary schools, consumers, business and industry or governmental agencies)
- Develop a program of research or scholarship as appropriate to the requirements of the individual's professional situation.
- Practice professional ethics applicable to the individual situation.
- Interact effectively with individuals and groups with diverse backgrounds.
- Work effectively alone and as a team member.
- Participate in appropriate professional organizations (membership, attendance at conferences and leadership).
- Develop skills related to the job search and interview process.
- Select and apply appropriate technology to conduct research and other professional activities.

In addition, M.S. thesis students and Ph.D. will be able to:

- Apply one of more methods of inquiry in research and scholarship pertaining to apparel, housing, and resource management.
- Statistically analyze data to generate, interpret, and report research findings.

Further, Ph.D. students will be able to:

- Contribute to the research and scholarship of apparel, housing, and resource management, including experimentation with development of models and/or theory.
- Submit abstracts and papers for review for professional presentations and publications.
- Explore and implement teaching strategies related to specialization content.
- Locate and pursue sources of funding for research, teaching, outreach and other professional activities.
- Apply a global perspective for apparel, housing, and resource management.
- Establish and maintain professional relationships with others in the field.

Projected Enrollment in the Program:

Enrollment in the B.S. program is expected to remain at approximately 350 students per year. Enrollment in the M.S. and Ph.D. programs is expected to remain at approximately 15 M.S. and 15 Ph.D. students per year.

Assessment of Student Learning Outcomes and Benchmarks for the Program:

As identified in the 2002-2005 AHRM Strategic Plan, ongoing outcomes assessment, review and revision of course content and programmatic objectives continue to be an important success strategy of the department. The plan for future academic assessment incorporates numerous data collection methods to gain insights and perspectives from current students, alumni, employers, faculty, support groups, outside agencies, and others that will lead to program enhancement, as they have already.

Methods of assessment will include data collection through the University Degree Candidate Survey and additional surveys of the AHRM Department's field study students and of alumni. Assessment-related information will be collected from AHRM advisory board members and from employers of graduates of the department. The AHRM faculty will review student academic performance using a variety of means, including student performance outcomes in capstone courses, comprehensive student projects, and portfolio reviews. Future program assessment will also integrate national exam results, program-specific national reviews, and information from the reports of outside accrediting agencies.

Given the diversity of the programs and content areas in the Department of Apparel, Housing, and Resource Management, it is appropriate to apply some assessment measures uniformly across all areas of the department and to apply other measures only to select program areas. The University Degree Candidate Survey and the Departmental Alumni Survey, for example, will be administered to collect data relevant to all three program-areas in the department and will allow comparisons between the options. The Family Financial Management option by the Certified Financial Planner Board of Standards, Inc., is an example of program-specific assessment measures.

The success of the undergraduate and graduate programs of the AHRM Department will be monitored through the following areas. Outcome measures are described more fully in the proposal.

- Program Assessment Results
- Student Enrollment, Recruitment, and Retention
- Program Support and Visibility
- Program Diversity
- Student Support
- Undergraduate Research Efforts
- Technology Integration
- Career Considerations

BACHELOR OF SCIENCE IN INTERIOR DESIGN

WHEREAS, Interior Design has been a program with the College of Human Sciences and Education since 1967, and an option within the B.S. degree in Housing, Interior Design, and Resource Management since 1981; and

WHEREAS, the Interior Design Program has been accredited by the Foundation for Interior Design Education and Research since 1985, the only accrediting agency for such programs in the U.S.; and

WHEREAS, the Interior Design option has had consistent enrollment of approximately 200 students for the past ten years, far surpassing the minimum productivity standards expected for a free-standing undergraduate degree; and

WHEREAS, the Interior Design Program was transferred to the College of Architecture and Urban Studies in 2002 as part of the university-wide restructuring effort in recognition of the program's focus on the design of interiors that relate to architectural space; and

WHEREAS, given this transfer to another college, the more than sufficient enrollment, and the separate program accreditation, the Interior Design Program now seeks to be recognized as an independent undergraduate degree program; and

THEREFORE, be it resolved that the Interior Design Program be approved as a separate degree program beginning in fall term 2003, following approval by the Board of Visitors and the State Council for Higher Education;

AND, be it further resolved that all students enrolled in the Interior Design option at that time would be transferred to the Interior Design major and awarded the B.S. in Interior Design beginning fall 2003.

RECOMMENDATION:

That the above resolution be approved.

**PROPOSAL SUMMARY
BACHELOR OF SCIENCE IN INTERIOR DESIGN**

History of the Interior Design Program at Virginia Polytechnic Institute and State University

The Interior Design Program at Virginia Tech began in 1967 when five interior design courses replaced the original home furnishings courses. From 1967 to 1981, interior design was an option within the Clothing, Textiles, and Related Arts degree. A college restructuring resulted in the Interior Design Program being moved in 1981 to the new Department of Housing, Interior Design, and Resource Management with the bachelor of science degree of the same name. At the same time, a major revision of the curriculum occurred in 1981 to move the program towards accreditation. The Interior Design Program has been accredited by the **Foundation for Interior Design Education and Research** (FIDER) since 1985. FIDER is the only accrediting agency for interior design programs in the country. The Interior Design major has had a consistent enrollment of approximately 200 students for the past 10 years.

The proposal for this degree is a result of university-wide restructuring at Virginia Tech. The Interior Design Program was transferred to the College of Architecture and Urban Studies (CAUS) July 1, 2002 from the College of Human Sciences and Education (CHSE). In CHSE, the interior design major was an option within the Housing, Interior Design, and Resource Management (HIDM) degree. Thus, the proposed Bachelor of Science in Interior Design degree is a transfer of part of a degree program from the HIDM degree.

Academic Goals for Students in Interior Design:

Overall Academic Goals: Graduates of the Interior Design Program acquire the skills and knowledge in order to practice in the interior design field. These skills include abstract two- and three-dimensional design, drawing, and Computer-Aided Design (CAD) learned in the first year followed by introductory interior design skills of space planning, material specification, and three-dimensional conceptualization of interior space along with more advanced drawing and presentation skills. Third and fourth year studio courses enable graduates to demonstrate their skills and knowledge on a variety of complex interior design projects. As a result, graduates are productive immediately upon employment in interior design firms, government agencies, and the corporate sector.

Expected Learning Outcomes:

1. To develop creative and innovative interiors that fulfill human needs.
2. To arrange space and furniture in an interior environment.
3. To apply design elements and principles to interiors.
4. To select and apply interior finish materials, lighting and furniture.
5. To develop details of interior design elements.

6. To apply laws, codes and standards to interiors.
7. To develop visuals that communicate interior design.

Program Requirements:

Admission: All students admitted to the Interior Design Program must initially meet all established University requirements for undergraduate admission.

The Interior Design Curriculum: The curriculum will require 120 semester credits for the Bachelor of Science in Interior Design degree. Of these, 35 credits (29%) forms the university core curriculum including English composition, math, humanities, economics, science, aesthetics, and global issues. Interior design courses total 53 credits (44%) forming the common core of courses required by SCHEV. Required design support courses comprise 11 credits (9%) while controlled electives in fine arts include 3 credits (2%). The curriculum also requires emphases or controlled electives of 6 credits (4%) where students choose from supporting areas including art, art/architecture history, business, graphic/industrial design, horticulture/landscape, hospitality design, and housing.

Comparison of the Proposed Interior Design Program with Similar Programs Elsewhere:

In the state of Virginia, there are two other FIDER-accredited interior design programs at state institutions. These programs are at James Madison University (JMU) and Virginia Commonwealth University (VCU). Virginia Commonwealth University's program has an enrollment of approximately 180 majors while James Madison University's program has an enrollment of 50 majors. The Interior Design Program at Virginia Tech differs from these programs in that it is nationally ranked and has an emphasis on integrating computer technologies into interior design education. It is also the only FIDER accredited program in southwest Virginia as well as the only program housed in a college of architecture while both VCU and JMU programs are housed in colleges of art.

Projected Enrollment in the Program:

Student demand for the interior design major has been strong since its inception. The Interior Design Program has had a consistent enrollment of approximately 200 majors for the past ten years.

Employment Expectations for Graduates:

National statistics indicate strong employment prospects for interior designers. The Bureau of Labor Statistics reports that the employment of designers is "expected to grow faster than the average for all occupations through the year 2010." There also is need to replace designers who leave the field. According to the Bureau's webpages: "Rising demand for professional design of private homes, offices, restaurants and other

retail establishments, and institutions that care for the rapidly growing elderly population should spur employment growth of interior designers.”

The Virginia Department of Labor (<http://www.velma.vec.state.va.us/>) projects a 45.1% increase in employment for interior designers from 1998 to 2008. This percentage compares to a projected 22.6% increase in all occupations. The projected increase in the Washington DC and northwest Virginia areas are 53.7% and 52.4% respectively.

Employers of interior design alumni have expressed their satisfaction of Virginia Tech interior design graduates through letters of support.

According to the Bureau of Labor Statistics, interior designers held 46,000 jobs. Information on interior designer's income follows:

Median annual earnings for interior designers were \$36,540 in 2000. The middle 50 percent earned between \$26,800 and \$51,140. The lowest 10 percent earned less than \$19,840, and the highest 10 percent earned more than \$66,470. Median annual earnings were \$40,710 in engineering and architectural services and \$34,890 in furniture and home furnishings stores (Bureau of Labor Statistics, 2002).

Assessment of Student Learning Outcomes and Benchmarks for the Program:

The Interior Design Program has several benchmarks by which the program has been deemed successful. These include enrollment history, job placement, and satisfaction of employers as indicated by national surveys of interior design firms. These are described in detail in the full proposal.

MASTER OF NATURAL RESOURCES DEGREE

WHEREAS, the renewable natural resources of the United States are being placed under increasing pressure by expanding populations, urbanization, and competing demands, resulting in a need for professionals with skills in the management of natural resources for sustainability in an increasingly complex environment; and

WHEREAS, there is strong demand for a Master of Natural Resources degree program among potential students and natural resource agencies in the Northern Virginia region; and

WHEREAS, the Virginia Tech College of Natural Resources has served students in the Northern Virginia region with educational programs for five years and currently offers a certificate program; and

WHEREAS, the College of Natural Resources is uniquely qualified to offer the Master of Natural Resources by virtue of its programs in *Forestry, Wood Science and Forest Products, and Fisheries and Wildlife Sciences*, each of which are ranked among the top three such programs in the country; and

WHEREAS, the proposed Master of Natural Resources degree program would be unduplicated in the Commonwealth of Virginia and establishment of the program supports the strategic goals of both the College of Natural Resources and Virginia Tech; and

WHEREAS, establishment of the Master of Natural Resources degree program will support the expansion of the College's research activities;

THEREFORE, be it resolved that the proposed degree program for a Master of Natural Resources be approved and forwarded to the State Council for Higher Education in Virginia.

RECOMMENDATION:

That the above resolution be approved.

PROPOSAL SUMMARY MASTER OF NATURAL RESOURCES (MNR)

Background on Natural Resources

The renewable natural resources¹ of the United States are being placed under increasing pressure by expanding populations, urbanization, and growing demand for consumptive and non-consumptive uses. New technologies allow better measurement and utilization of natural resources while the globalization of economies change supply/demand relationships. At the same time, changing social expectations have resulted in a shift in national policy toward a sustainable ecosystems approach to land management. As a result, the management of natural resources, already a complex task, has become more difficult. In order to make appropriate decisions, public and corporate decision-makers must have an understanding of the multifaceted and interconnected dimensions of the sustainable management of natural resources and the environment. Such decisions require a broad and interdisciplinary approach to natural resources. This document proposes a Master of Natural Resources (MNR) program that would provide the education necessary to manage natural resources in this environment.

Program Overview

The proposed Master of Natural Resources will be based at the Virginia Tech Northern Virginia Center in Falls Church, Virginia. Basing the program in Northern Virginia will allow the College of Natural Resources (CNR) to serve the large number of potential students concentrated in the District of Columbia and Northern Virginia metropolitan area. Also, the Northern Virginia location will allow students to benefit from collaborations with the Virginia Tech Institute for Metropolitan Research, Center for Public Administration and Policy, and program in Urban Affairs and Planning.

The College of Natural Resources will support the MNR program by providing the necessary courses as well as by locating full-time members of the CNR faculty at the Northern Virginia Center. Courses will be taught by full-time members of the College of Natural Resources faculty and, in some cases, qualified adjunct and retired faculty members. Consequently, the program will not require additional teaching positions beyond those already allocated to the College of Natural Resources.

While the majority of students will be located in Northern Virginia, additional students will be located throughout the Commonwealth of Virginia. Therefore, we will utilize teleconferencing technologies to ensure access to the maximum number of students possible. When student demand exists, core and elective natural resources courses will be made available at VTEL locations throughout the Commonwealth. Other courses will be available via the Internet. Courses will be taught at times and on a schedule that

¹ Natural resources are those resources found in the environment (e.g., soil, water, minerals, plants, animals). The program described in this document concentrates on plant, animal, and water resources as well as on the effects of human activity on these resources.

allows working professionals to complete the degree requirements while maintaining full-time employment.

Academic Goals for Students in the Master of Natural Resources Program

Master of Natural Resources graduates will have skills needed to address the issues and problems of managing plant, animal, and other natural resources for human use and sustainability. They will gain interdisciplinary expertise and experience by integrating theory with critical analysis on a variety of current and complex topics at local to global scales. Graduates will be able to apply ecological, social, and political understanding to solve problems related to long-term conservation of biological diversity, natural resources administration, and sustainable management of ecosystems. To improve global environmental conditions, the world needs managers who understand ecological principles, who can analyze and interpret ecological conditions, who are able to predict the consequences of alternative natural resource management decisions, and who can work effectively with the people and organizations influential in these resource issues and management programs.

Program Requirements

Admission to the Degree Program: Admission requirements will be consistent with Virginia Tech Graduate School policies. Students must hold an earned baccalaureate degree from an accredited college or university. Excepting unusual circumstances or qualifications, applicants would be expected to have obtained an undergraduate grade point average of 3.0 (on a 4.0 scale) and have completed (with a grade of “C” or better) two courses in biology. Completion of the general portion of the Graduate Record Examination would be required only of those students without relevant professional experience (as judged by the MNR program director).

Requirements for the MNR Degree: Students pursuing an MNR degree must take a minimum of 33 credit hours. Programs must include all core courses (i.e., *Ecosystem Management, Conservation Ecology, Biological Implications of Natural Resource Policy and Management, and Global Issues in Natural Resources*). These courses provide the intellectual framework for understanding sustainability issues relating to the management of natural resources. In addition to the core courses, students will be required to complete six additional elective credit hours in natural resources (NR). These credits may include graduate-level natural resource (NR), Forestry (FOR), Fisheries/Wildlife (FIW), and/or Wood Science/Forest Products (WOOD) courses as approved by the student’s advisory committee. Each student’s program must include a minimum of nine credit hours in a concentration area as described below.

Master of Natural Resource students must complete a professional paper that demonstrates understanding and the ability to integrate, interpret, and utilize scientific knowledge (including research results) in the field of natural resources. The average time for a full-time student to complete all requirements for the proposed MNR degree is

projected to be four semesters; and working professionals are expected to be able to complete all requirements in approximately three years (5 to 6 semesters).

Concentration Area: All students will be required to complete a minimum of nine credit hours of 5000-level or above courses in a concentrated area of study. It is anticipated that the majority of students will concentrate in Natural Resources and will, therefore, complete courses offered by the College of Natural Resources from among those listed in the *Graduate Catalog*.

Because of the interdisciplinary nature of natural resource problems, student will benefit from coursework in related disciplines. Therefore, the College of Natural Resources will collaborate with the College of Architecture and Urban Studies, the Center for Public Administration and Policy, and the Institute for Metropolitan Research in developing concentration areas in Public Administration and Policy and in Urban Affairs and Planning.

Projected Enrollment in the Program

The Master of Natural Resources is an extended-campus degree program that targets working professionals in the Northern Virginia area. Approximately 50 students are expected to be enrolled and working toward the degree at any one time. The estimated number of Master of Natural Resources graduates is ten per year. Courses delivered as part of the MNR program will serve students in other programs who seek a concentration and expertise in natural resources (e.g., Master of Urban Affairs and Planning). Also, MNR courses will serve United States Department of Agriculture – Forest Service employees through a recently negotiated sole source training agreement with the agency.

Evidence of Student Demand

A recent survey of natural resource professionals working in the National Capital region identified more than 150 individuals interested in the Master of Natural Resources. The College of Natural Resources has offered courses (including the courses included as “core” in the proposed MNR) for five years. These course offerings, along with the *Certificate of Graduate Study in Natural Resources* that is now offered, have helped the program gain recognition among students and potential funding agencies. Recognition and interest continue to grow. The student pool served by the Northern Virginia Center can support a vigorous graduate program and the pool will expand rapidly when distance-learning courses are offered to regional audiences. As mentioned above, the College of Natural Resources was selected by the United States Department of Agriculture – Forest Service as the sole source for natural resources continuing education. The MNR is the degree of choice for these USDA-FS employees.

Comparison of the Proposed MNR Program with Similar Programs Elsewhere

The proposed Master of Natural Resources program would be unduplicated in the Commonwealth of Virginia. However, nationwide, several prominent natural resources colleges have recognized the need for such programs and are moving to serve this need (e.g., University of Idaho, North Carolina State University, Utah State University).

George Mason University offers a Master of Science degree in Biology that is research-oriented, as well as a concentration in Environmental Science and Policy. Although the Environmental Science and Policy concentration shares some complementary elements and offers some opportunities for collaboration, none of the degree programs at George Mason University focus on natural resources conservation or management.

Within the National Capital region, the University of Maryland is the only other institution of higher learning that offers major programs related to natural resources. The College of Agriculture and Natural Resources at the University of Maryland's focuses on soil and water resources, strongly emphasizing agricultural resources and production. Graduate programs in the Biological Resources Engineering Department apply engineering solutions to biological and other natural systems, with limited application to wildlife and wetland resources. Several other universities have graduate programs that focus on public policy as it relates to environmental problems and resource issues. Overall, the proposed Master of Natural Resources does not duplicate existing programs in the region.

Employment Expectations for Graduates

There is a need for graduates with the skills and knowledge that completion of the MNR program will provide. Local, state, regional, and national agencies need employees that possess the professional backgrounds and expertise to work in interdisciplinary teams implementing complex natural resource management programs and addressing complex environmental problems. In addition, a growing number of natural resources specialists are working for private environmental consulting firms and in nongovernmental conservation organizations. Graduates of this program will be sought for employment as natural resources extension agents, environmental education teachers, corporate land managers, and a variety of other fields where natural resources backgrounds are needed.

As previously stated, the need for natural resources professionals with credentials at the master's degree level is large and is growing. And the demand for such professionals will increase as the anticipated large-scale retirement turnover occurs in the natural resources field during the next 5-10 years.

Assessment of Student Learning Outcomes and Benchmarks for the Program

Methods used to assess student attainment will be similar to those used by existing Virginia Tech masters-level programs. The professional paper required of all students in the Master of Natural Resources program will be the primary measure of student attainment. This paper will require the student to demonstrate the ability to understand, integrate, interpret, and utilize scientific knowledge in the field of natural resources, including the content of core courses. Professional papers will be defended in an oral final examination to the student's advisory committee. Approval will be contingent on meeting Virginia Tech Graduate School requirements and demonstrating the ability to integrate, interpret, and utilize scientific knowledge in the context of sustainable management of natural resources.

Secondary measures of student attainment will be the grades received for courses included in the student's program of study and employer perceptions of student performance. Employer perceptions will be evaluated by voluntary mail surveys administered by the program director between nine and twelve months after the student has been awarded the Master of Natural Resources.

The success of the program will be evaluated using multiple measures: enrollment, degrees awarded, and student satisfaction. We expect that within three years, enrollment will build to 50 students. Exit surveys and follow-up mail survey instruments will be used to evaluate student satisfaction. Exit surveys will concentrate on satisfaction with instructors and course content. A follow-up survey, one year after graduation, will concentrate on satisfaction with the program as preparation for a career of increasing responsibility in dealing with natural resource sustainability issues. An advisory committee, including representatives of the major employer segments (e.g., federal natural resource agencies, non-government organizations, consulting firms), will be utilized to help interpret data and recommend appropriate changes to the program, if needed.

FACULTY COMMITMENT TO THE UNIVERSITY

WHEREAS, the university encourages active participation by faculty members in outside activities that are integral to and/or enhance their professional skills and standing, or which constitute substantive outreach and public service activities; and

WHEREAS, Virginia Tech encourages entrepreneurial activities by faculty, recognizing that such activities are critical to promoting economic development and meeting society's needs, provided that participation in those activities are in compliance with federal and state laws and policies and the Virginia Tech Conflict of Interest Policy; and

WHEREAS, a statement concerning faculty commitment to the university is needed to address the tension between increasing opportunities and demands for involvement in external activities and the faculty member's primary professional responsibility to the university; and

WHEREAS, the proposed statement on commitment reaffirms that a faculty member's primary commitment of time and intellectual energies shall be directed toward the education, research, service and outreach missions of the university, and states how external activities can be reported and monitored; and

WHEREAS, the proposed statement is a helpful complement to the previously approved policy on conflicts of interest (policy 13010);

THEREFORE, be it resolved that the section 2.16.3 of the Faculty Handbook be amended to incorporate the attached statement on faculty commitment.

RECOMMENDATION:

That the policy on faculty commitment to the university be approved.

FACULTY COMMITMENT TO THE UNIVERSITY

1.0 Purpose

Upon accepting an academic appointment, Virginia Tech faculty members owe their primary professional responsibility to the university. Their primary commitment of time and intellectual energies shall be directed toward the education, research, service and outreach missions of the university. Faculty members have traditionally been allowed wide latitude in defining their professional agendas and their degree of involvement in external activities when those activities advance the mission or prestige of the university. However, excessive participation in activities external to the university can compromise the performance of the primary responsibilities of the faculty member. This policy is intended to guide involvement in external activities.

2.0 Statement of Principles

The university encourages active participation by faculty members in external activities that are integral to and/or enhance their professional skills and standing, or which constitute substantive outreach and public service activities.

Such activities are usually expected of faculty members to promote academic development, and to enrich their contributions to the institution, to their profession, to the state, and to the national and world societies we serve. Additionally, Virginia Tech encourages entrepreneurial activities by faculty, recognizing that such activities are critical to promoting economic development and meeting society's needs, provided that participation in those activities are in compliance with federal and state laws and policies, the Virginia Tech Conflict of Interest Policy and these guidelines.

Faculty members should make the fulfillment of their responsibilities to the university the focal point of their academic activities. They are expected to arrange their external activities so that they do not impede or compromise their university duties and responsibilities. Responsibility for ensuring commitment to the university and for reporting activities that might be perceived as compromising that commitment rests with each faculty member in consultation with his/her unit administrator (typically the department head or chair, or center director) and dean. The primary judgment as to whether a faculty member is meeting his/her professional responsibilities to the unit and the university rests within the faculty member's unit. The counsel of the unit administrator and colleagues, or dean, should provide valuable perspectives on faculty commitment.

3.0 Procedures to Monitor and Approve Involvement in External Activities

The university recognizes that the balance of external activities varies among individuals, from discipline to discipline, and from one type of proposed activity to another. It will be affected by unit goals and changing needs for teaching, research, creative/artistic activities, extension, service, and outreach. Primary duties and

responsibilities may vary from year to year for individual faculty members, and they are affected by undergraduate and graduate enrollment demands, faculty staffing levels, and changes in the nature and scope of outreach, teaching, and research within the unit. Therefore, the assessment of academic commitment is best performed at the unit level.

Faculty members have a responsibility to communicate to their unit administrator or dean any activities that might lead to a conflict of interest or conflict of commitment. External activities that have the potential to be conflicts of interest as defined in policy 13010 and also in the Faculty Handbook must be reported on the appropriate forms available on the Provost's web page (www.provost.vt.edu, select Faculty Handbooks and Policies) and approved in advance. This includes consulting requests. The background document at the same web location gives examples of activities that must be reported in advance.

Reporting on external activities that are not inherently a conflict of interest may be done in several ways. For example, a statement of plans and goals in the Faculty Activities Report (FAR) or a Faculty Annual Plan (FAP) outline prospective plans for the upcoming academic or calendar year. These can serve as appropriate tools for consultation between faculty members and their unit administrator concerning involvement in external activities and should lead to recommendations regarding continuance or restriction of some external activities.

A statement of plans and goals in the FAR or a FAP should not be viewed as a static document; rather they should be considered as vital resources for updating and tracking both internal and external activities throughout the academic year. When unplanned requests for participation in external activities are recognized as impacting on university duties and responsibilities, they must be reported by the faculty member to the unit administrator, who will assess the activities in light of the current scope of activities, duties, and responsibilities of the faculty member.

Faculty members also may choose to write a letter of intent to their unit administrator, to complete and submit the Conflicts of Interest/Commitment Form 13010A, or to provide other documentation or correspondence with regard to participation in external activities.

It is the responsibility of the unit administrator to review and acknowledge communications regarding external commitments. The unit administrator should signify support for the planned activities, or should work with the faculty member to establish an appropriate level of commitment. At the end of the year, the Faculty Activity Report documents the faculty member's accomplishments related to their primary university duties and responsibilities as well their participation in or performance of external activities. It provides an opportunity for the unit administrator and dean to assess whether the faculty member's performance of primary duties has been compromised by excessive participation in external activities.

If a faculty member is committed to engaging in an external activity that compromises his/her ability to meet university responsibilities, a leave of absence may be appropriate or necessary. Approval of a leave request will depend on the needs of the college and unit and protection of university interests.

When a unit administrator, or dean, observes that a faculty member appears not to be fulfilling his/her primary responsibilities to the university, the faculty member will be immediately advised to ensure that these responsibilities are adequately met. Conflicts may be referred to the appeal process outlined in policy 13010, including eventual referral to the Committee on Conflicts of Interest and Commitment. Failure to meet primary departmental and university obligations will be handled through established university procedures appropriate to the situation (for example, formal reprimand, non-reappointment, post-tenure review, or dismissal for cause; see the Faculty Handbook for relevant appeal processes for such actions).

Nothing in this policy statement shall be interpreted as interfering with the academic freedom of faculty members, nor with their primary responsibility to direct their own research.

RETURN-SERVICE OBLIGATION FOR STUDY-RESEARCH LEAVE

WHEREAS, there are two programs of paid study leave for faculty members – Study-Research leave which provides one academic year of leave at half pay, and Research Assignment which provides one semester of leave at full pay; and

WHEREAS, faculty members approved for either type of leave sign a legally binding memorandum of agreement committing them to “return to full-time service with the university for a period twice the period of leave, with a minimum obligation of at least one academic year;” and

WHEREAS, this return service obligation results in an inequitable requirement for those on the two programs – those on research assignment must return for one academic year, while those on study-research leave must return for TWO academic years,

THEREFORE, be it resolved, that the minimum return service obligation for BOTH types of leave be set at one academic year and that section 2.15.3 of the Faculty Handbook be revised accordingly.

The relevant sentence in section 2.15.2 would now read: *“The faculty member must, therefore, return to full-time service with the university for a minimum of at least one academic year at the end of the approved leave.”*

RECOMMENDATION:

That the above change in return-service obligation for be approved for all study-research leaves beginning in 2003-04.

**RESOLUTION ON RESTRUCTURING OF THE
UNIVERSITY'S ACADEMIC COLLEGES**

WHEREAS, over the last two years, the university has been committed to meeting the President's goal of becoming a Top 30 research university by 2010 and has worked to identify goals and strategies to assist in the successful implementation of this goal; and

WHEREAS, in August 2001, the Board of Visitors approved the University Strategic Plan 2001-06, which outlined specific strategies that will guide the university's direction over the next several years; and

WHEREAS, multiple vacancies in various academic leadership positions provided the university with an unprecedented opportunity to examine its administrative structures; and

WHEREAS, during 2001-02, the University Provost and Vice President for Academic Affairs led an effort that examined the structure of the university's academic colleges that included intensive discussions with faculty, staff, and administration; and

WHEREAS, throughout the discussions, the following themes were continually revisited: (a) establishing an administrative structure that will be designed to facilitate and foster the ability of Virginia Tech to excel in meeting its four broad missions as defined in the strategic plan: undergraduate education, graduate education, research, and outreach; (b) maximizing our effectiveness in recruiting and retaining outstanding faculty, staff, and students as part of the university's effort to expand the scholarly environment; and (c) identifying colleges that share a common interest or approach to accomplishing the goals of the university's mission; and

WHEREAS, on June 3, 2002, the Board of Visitors approved the restructuring of the university and empowered the President and Provost to carry through with the implementation; and

WHEREAS, the implementation takes into consideration needed responses to the unprecedented reduction in state funding;

THEREFORE, be it resolved that the university now consists of the following colleges: Agriculture and Life Sciences, Architecture and Urban Studies, Engineering, Liberal Arts and Human Sciences, Natural Resources, Pamplin College of Business, Science, Virginia-Maryland Regional College of Veterinary Medicine; and

THEREFORE, be it further resolved that the Board of Visitors approves the implementation of the restructuring effort and the college structure effective July 1, 2003.

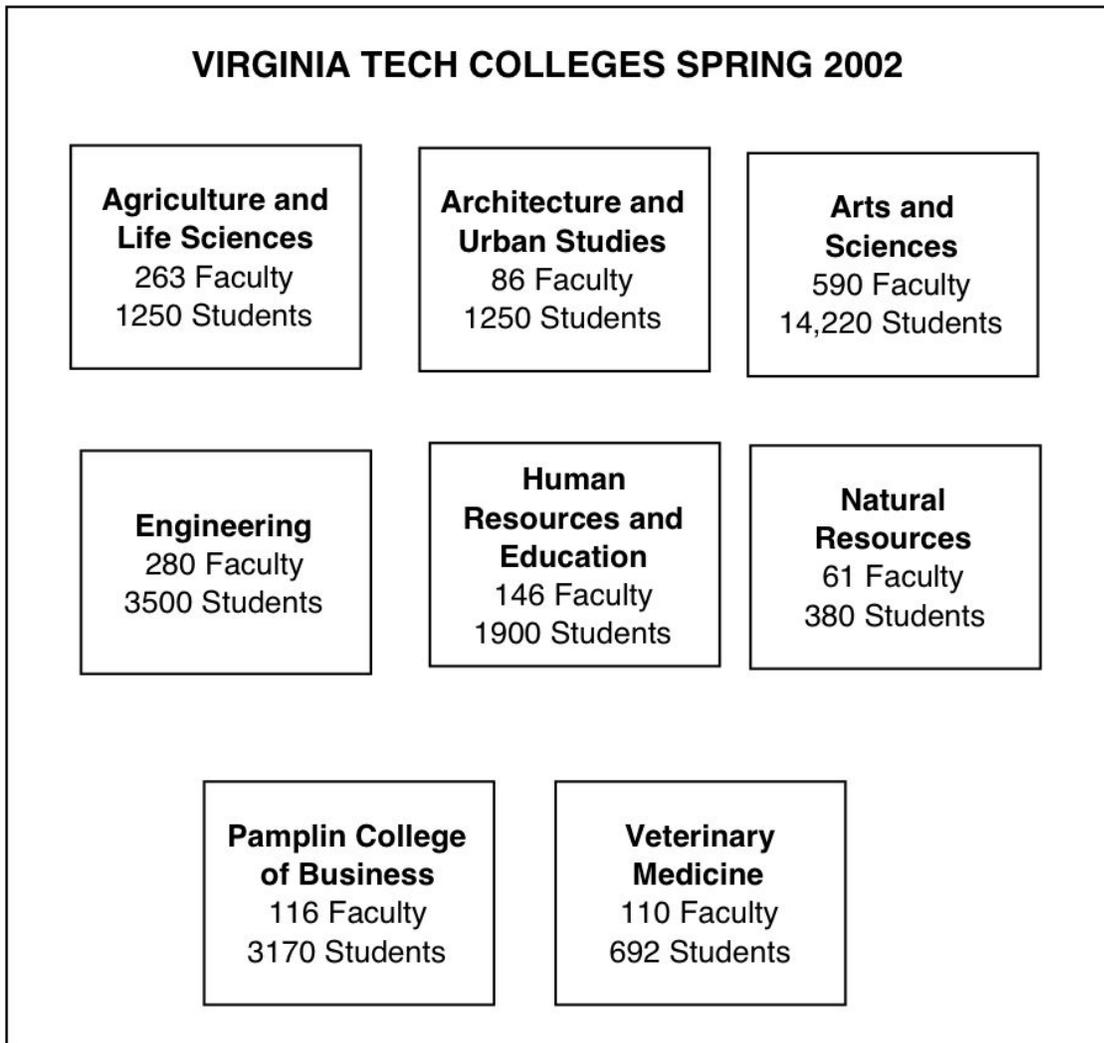
RECOMMENDATION:

That the above resolution be approved.

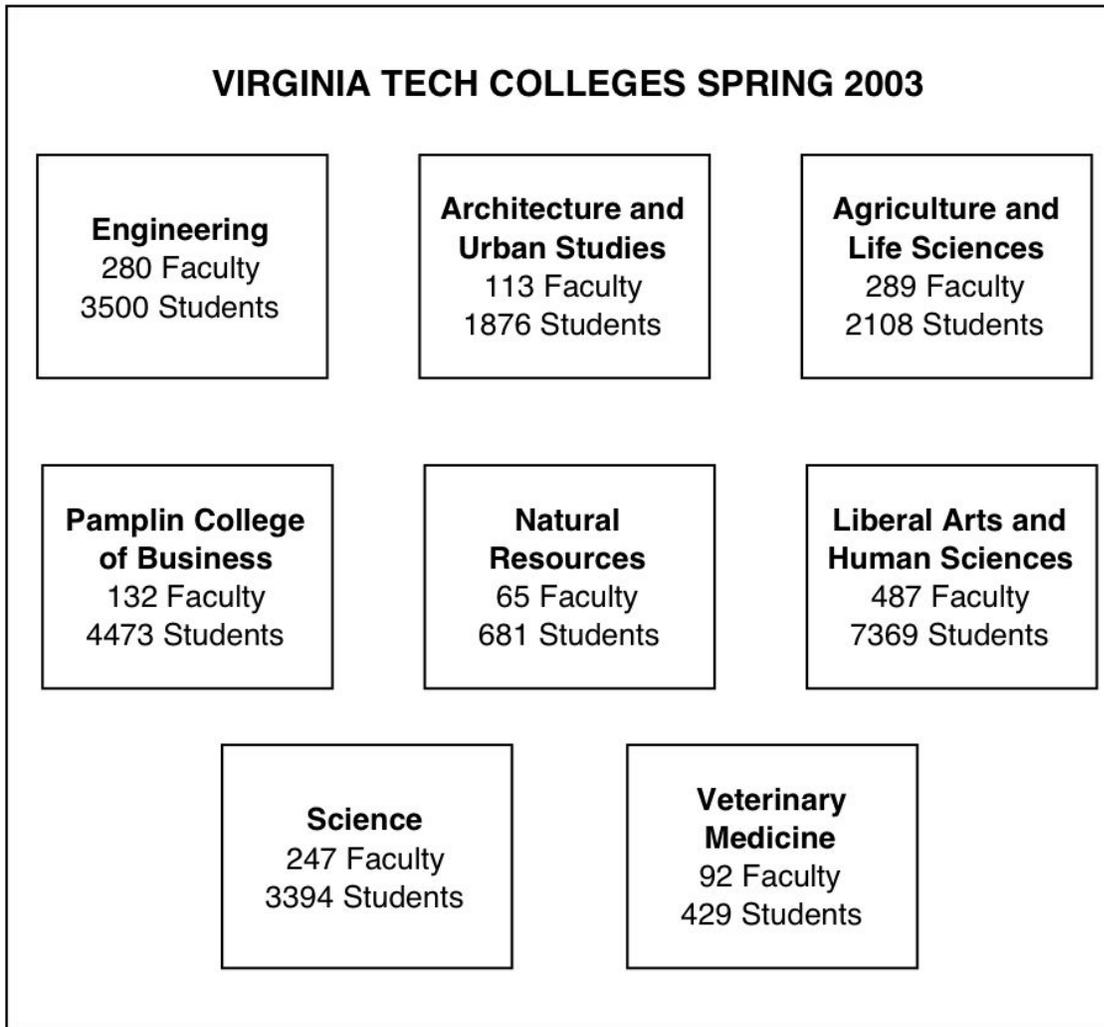
Background Information for Restructuring Resolution

In the Spring Semester of 2002, the University embarked upon a study of the reorganization of the College Structure. A number of factors contributed to the desire for this study:

- Top 30 initiative
- University Strategic Plan Approved by BOV
- Multiple Vacancies in Academic Leadership.
 - (A&S, CHRE, Engineering)
- Need to deal with A&S size problem
- Timing is right to interface the academic plan with the new Capital Campaign and the 6-year Campus Building Plan.



Intensive study over the Spring and Summer of 2002 arrived at the following College structure for the university.



This structure and the new departmental alignments will best position the university to deal with reaching the goals of its strategic plan while dealing with dwindling state support. The attached resolution asks the Board to approve the above College structure for the university. The Provost has charged the Deans of the colleges to continue the restructuring effort within their own college by “reshaping” their departmental structures. The following press release written by Clara Cox of University relations was distributed on May 9, 2003 gives a concise recap of departmental moves and other important information concerning the new colleges.

RESTRUCTURING RECAP

BLACKSBURG, May 9, 2003 -- The departmental make-up of every college but Veterinary Medicine will be different by the time Virginia Tech opens for fall semester than it was at the beginning of the current academic year. Final college-level changes will become effective on July 1. Most of the colleges are still evaluating internal changes to departmental structures and programs.

"We have put in place the overall structure that we believe will best serve the university to carry out its strategic plan. We also believe that the restructuring will aid our quest for top-30 status while helping us to meet the challenges of reduced state support," said Joseph S. Merola, senior administrative fellow for restructuring. Merola has directed the restructuring efforts for the Office of the Provost.

The college with the largest number of changes is the new College of Liberal Arts and Human Sciences, headed by newly appointed dean Jerry Niles. That college merges most of the departments that comprised the former College of Human Resources and Education with most of the liberal arts departments in the former College of Arts and Sciences.

The new college includes the liberal arts departments of English, foreign languages and literature, history, interdisciplinary studies, philosophy, political science, and sociology. Two School of the Arts departments--music and theatre arts--are also part of the college. Human sciences departments include apparel, housing, and resource management; communication studies; and human development. The new School of Education within the college includes educational leadership and policy studies and teaching and learning. Special units include Air Force, Army, and Navy ROTC.

Another new college--the College of Science, which is also headed by a newly appointed dean: Lay Nam Chang--will include biology, chemistry, economics, geological sciences, mathematics, physics, psychology, and statistics. The economics department is merging with the Department of Agricultural and Applied Economics and will probably have a dual relationship with the College of Agriculture and Life Sciences.

The College of Agriculture and Life Sciences, now under the interim deanship of Natural Resources Dean Greg Brown, has added human nutrition, foods, and exercise, formerly in Human Resources and Education, to its program offerings. Other current departments are agricultural and extension education; agricultural and applied economics (see above); animal and poultry sciences; biochemistry; biological systems engineering; crop and soil environmental sciences; dairy science; entomology; food science and technology; horticulture; and plant pathology, physiology, and weed science.

New departments in the College of Architecture and Urban studies are art and art history, which had been in Arts and Sciences, and interior design, which had been part of a larger department in Human Resources and Education. The college also offers programs in architecture, building construction, environmental design and planning, landscape architecture, public administration and policy, and urban affairs and planning and includes the Virginia Tech Institute for Metropolitan Research.

The Pamplin College of Business is adding hospitality and tourism management, which moved from Human Resources and Education, to its offerings in accounting and information systems; business information technology; finance, insurance, and business law; management; and marketing.

Computer science will move from Arts and Sciences to the College of Engineering. Other departments in the college are aerospace and ocean engineering; chemical engineering; civil and environmental engineering; electrical and computer engineering; engineering fundamentals; engineering science and mechanics; industrial and systems engineering; materials science and engineering, mechanical engineering; and mining and minerals engineering. Hassan Aref is the new dean of the college.

The College of Natural Resources will add geography from the College of Arts and Sciences to its departments of fisheries and wildlife sciences, forestry, and wood science and forest products.

The restructuring will also align the colleges of Agriculture and Life Sciences, Natural Resources, and Science in a Science Consortium, with some participation by the Virginia-Maryland Regional College of Veterinary Medicine. The consortium will allow participating colleges to share resources and human capital, especially in graduate and undergraduate education and research facilities.

In other changes, Engineering and Veterinary Medicine will both be involved in the School of Biomedical Engineering and Sciences.

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

June 2, 2003

Donaldson Brown Hotel and Conference Center

PRESENT

Board of Visitors Members:

Mr. Mitchell O. Carr
Mr. William C. Latham
Mr. John R. Lawson, II
Mr. A. Ronald Petera

VPI & SU Staff:

Mr. William M. Elvey
Mr. Z. Scott Hurst
Ms. Terri T. Mitchell
Ms. Elizabeth D. Reed
Dr. Raymond D. Smoot, Jr.

Guests:

Ms. Sarah S. Newbill

OPEN SESSION

Opening Comments: Mr. Latham called the meeting to order at 8:30 a.m. The Committee then toured the Student Services Building and returned to Donaldson Brown at 9:25 a.m. Mr. Carr moved the Committee enter into Closed Meeting to discuss the acquisition, use, or disposition of real estate; pursuant to §2.2-3711.3, Code of Virginia, as amended. The motion passed unanimously.

CLOSED MEETING

The Committee met in a Closed Meeting to discuss the acquisition, use, or disposition of real property. Mr. Lawson moved the Committee be reconvened in Open Session at 10:00 a.m. The motion passed unanimously. The Committee members individually certified that, pursuant to §2.2-3712, the Closed Meeting was conducted in conformity with the Code of Virginia.

OPEN SESSION

1. **Report of Closed Meeting:** Mr. Latham reported that the Committee met in Closed Meeting to discuss acquisition, use, or disposition of real property. No actions were taken.
2. **Approval of Minutes:** The minutes of the March 10, 2003 meeting were unanimously approved.
3. **Capital Outlay Project Status Report:** The Committee reviewed the status of all capital projects in design or under construction. These included 6 projects in the design phase and 11 under construction.
4. **Report of Bids Received:** Mr. Elvey reported on capital project bids received since the March 10, 2003 meeting. The low bid for the Alumni Center/Conference Center/Hotel was \$31,490,700, which exceeded the construction estimate of \$31,244,000. The low bid for the Multipurpose Livestock Arena was \$2,175,000, which is below the construction estimate of \$2,662,933. The low bid for the Agriculture and Natural Resources Building was \$20,132,000, which slightly exceeded the construction estimate of \$19,901,413. All projects are moving forward and bid overages have been negotiated with contractors.
5. **Resolution for Delegation of Selected Capital Outlay Project Administration and Leased Property Management:** Mr. Elvey provided an overview of the actions of the 1996 General Assembly, which granted certain approval authority to the university in the area of non-general fund capital outlay projects and real property leases; and the 2003 General Assembly, which expanded the program to include authorization to enter into a pilot program for selected capital outlay projects, which are supported in part or in whole from the state general fund or state-supported debt. The two capital projects are (1) Construct New Engineering Facility (VTRI Phase I) and (2) Improve/Expand Fine Arts Center and Renovate Henderson Hall. The General Assembly also authorized expansion of the pilot program for real property leases to include approval of income leases. The General Assembly further authorized Virginia Polytechnic Institute and State University the delegated administrative authority to enter into capital leases on a pilot basis, provided that such capital leases have been specifically authorized by the Governor or the General Assembly pursuant to the Appropriation Act and have been reviewed and approved by the Treasury Board. Mr. Lawson asked that cost and liability information be obtained concerning the state's requirement that projects included in the pilot program be insured separately by the university rather than through the state's risk management program. The Committee recommended a resolution for full Board approval to delegate to the Buildings and Grounds Committee the authority to approve the university's policies and procedures to administer this delegated authority.

JOINT SESSION WITH FINANCE AND AUDIT COMMITTEE

- 6. Ratification of 2004-2010 Capital Outlay Plan:** The Committees reviewed the 2004-2010 Capital Outlay Plan. At the March meeting the Board approved the university's list of potential projects for inclusion in the 2004-2010 Capital Outlay Plan and authorized the university to develop and submit a final plan to the state, in accordance with future guidance from the state and based on the projects in the approved list. Based on instructions received from the state in April, the university prepared and submitted the Six-Year Plan, Maintenance Reserve request, and Capital Lease request components by the May due date.

Projects listed in the six-year capital plan total \$675.4 million. Projects proposed for funding in the 2004-2006 biennium are: Maintenance Reserve; Renovation/Addition of Davidson Hall; Newman Library Addition; Planning for Southwest Campus Heating/Cooling System; Health, Safety, and Accessibility; Critical Technologies Research Facility; Major Residence and Dining Hall Improvements; Transit Center; Boiler Pollution Controls; and Kentland Renovations/Addition. The total request for 2004-2006 is \$129.6 million.

The Committees recommended the 2004-2010 Capital Outlay Plan to the full Board for ratification.

- 7. Status Report on West Side Stadium Expansion Project:** The Committees received a status report on the West Side Stadium Expansion Project planning. The planning will provide for the reworking of the West Side to include an additional 23 boxes, 2,217 club seats and, when adjusted for existing seats, will result in 1,031 new seats. Private funding commitments of \$1.9 million have recently been received to fund a large portion of the planning of the West Side expansion. The university administration will report on the financing and the construction plans at the August meeting of the Board of Visitors.

The meeting of the Buildings and Grounds Committee adjourned at 11:45 a.m.

Respectfully submitted,

Raymond D. Smoot, Jr.

**RESOLUTION FOR DELEGATION OF SELECTED
CAPITAL OUTLAY PROJECT ADMINISTRATION
AND LEASED PROPERTY MANAGEMENT**

The 1996 General Assembly granted approval authority to the university in the area of non-general fund capital outlay projects and real property leases. The 2003 General Assembly has expanded the program to include authorization to enter into a pilot program for selected capital outlay projects, which are supported in part or in whole from the state general fund or state-supported debt. The two capital projects are (1) Construct New Engineering Facility (VTRI Phase I) and (2) Improve/Expand Fine Arts Center and Renovate Henderson Hall. The General Assembly also authorized expansion of the pilot program for real property leases to include approval of income leases. The General Assembly further authorized Virginia Polytechnic Institute and State University the delegated administrative authority to enter into capital leases on a pilot basis, provided that such capital leases have been specifically authorized by the Governor or the General Assembly pursuant to the Appropriation Act and have been reviewed and approved by the Treasury Board. The delegated authorities are subject to specified conditions and require Board of Visitors' review and approval of policies, procedures and guidelines.

**RESOLUTION FOR DELEGATION OF SELECTED
CAPITAL OUTLAY PROJECT ADMINISTRATION
AND LEASED PROPERTY MANAGEMENT**

WHEREAS, the 1996 session of the General Assembly granted approval authority to Virginia Polytechnic Institute and State University in the area of university-wide non-general fund capital outlay projects and real property leases; and,

WHEREAS, the 2003 session of the General Assembly authorized Virginia Polytechnic Institute and State University and three other institutions of higher education to participate in a pilot program for selected capital outlay projects through which each named institution shall be delegated all post-appropriation review, approval, administrative, policy and procedural functions previously performed by the Departments of Planning and Budget and General Services which are supported in part or in whole from the state general fund or state-supported debt. Virginia Polytechnic Institute and State University's delegation of authority under this pilot project is subject to the following stipulations and conditions as provided in §4-5.08 of the 2003 Appropriations Act:

1. The delegation is limited to the following capital projects:

Project Description	Amount
Construct New Engineering Facility (VTRI Phase I)	\$13,996,000 (GF)
Improve/Expand Fine Arts Center and Renovate Henderson Hall	\$ 6,542,000 (GF)

2. The Board of Visitors shall develop policies, procedures and guidelines for carrying out these projects, subject to the review and approval of the Secretaries of Finance and Administration.
3. The cost of each eligible capital project shall not exceed the appropriation or debt authorization provided in the Appropriation Act. The institution shall be responsible for covering any cost overruns in the project through available non-general funds, excluding revenue from tuition and mandatory educational and general fees. Any supplemental appropriation shall be approved by the Governor and the General Assembly and is subject to §4-4.01.q of the Code of Virginia.
4. Projects included in the pilot program shall be insured separately by the institution rather than through the state's risk management liability program.
5. For projects funded through state-supported debt or other obligations, the institution shall comply with (i) all financial and administrative requirements, as identified by the Secretary of Finance or his designee, to facilitate compliance with all legal requirements set out by the General Assembly (including those contained in Chapters 814, 827, 839, 854, 855, 859, 884, 887, 888, and 899 of the 2002 Acts of the Assembly) and (ii) all undertakings and covenants made by the institution associated with such debt or other obligations.

6. The institution shall report to the Department of General Services the status of any capital project prior at the initiation of the project and prior to the commencement of construction.
7. Notwithstanding the provisions of §2.2-4309, Code of Virginia, no approval of the Governor shall be required for contract modifications as specified therein for the pilot program, provided that contract modifications of such projects, including construction and architectural and engineering change orders, do not require supplemental appropriation from the general fund or change order for the scope of the project.
8. Pursuant to §4-4.01.k of the Code of Virginia, the Department of General Services must approve any increase or decrease in scope greater than five percent of the gross square footage of the building and any corresponding cost or savings associated with the requested scope change.
9. The Department of General Services, acting through the Division of Engineering and Buildings, shall continue to function as the State Building Official pursuant to §36-98.1 of the Code of Virginia for all capital outlay projects; and,

WHEREAS, the 2003 session of the General Assembly has also authorized expansion of the pilot program for real property leases to include approval of income leases; and,

WHEREAS, the General Assembly further authorized Virginia Polytechnic Institute and State University the delegated administrative authority to enter into capital leases on a pilot basis, provided that such capital leases have been specifically authorized by the Governor or General Assembly pursuant to the Appropriation Act and have been reviewed and approved by the Treasury Board;

NOW THEREFORE BE IT RESOLVED, that in order to facilitate review and approval of the university's policies, procedures, and guidelines for the administration of selected capital projects and real property leases within the schedule stipulated by the legislation, the Board of Visitors authorizes its Buildings and Grounds Committee to review and approve these policies, procedures, and guidelines on its behalf prior to their submission to the Secretaries of Finance and Administration. A meeting of the Buildings and Grounds Committee will be scheduled as needed in order to meet the submittal schedule specified in the legislation.

RECOMMENDATION:

That the above resolution authorizing its Buildings and Grounds Committee to act on behalf of the Board in the review and approval of the policies, procedures, and guidelines for the administration of selected capital projects and the administration of real property leases, be approved.

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

June 2, 2003

AUDIT CLOSED SESSION

PRESENT:

BOARD OF VISITORS: Mr. Jake Lutz, Mr. Tom Robertson, Mr. Philip Thompson

VPI&SU STAFF: Mr. Martin Daniel, Ms. Kay Heidbreder, Mr. Minnis Ridenour, Mr. John Rudd, Mr. Dwight Shelton

AUDIT CLOSED SESSION: The Committee met in Closed Session with the Director of Internal Audit and Management Services to discuss audits of specific departments and units where individual employees will be identified. The Committee also received an update on the outstanding fraud, waste, and abuse cases and received a briefing on probable litigation.

AUDIT OPEN SESSION

PRESENT:

BOARD OF VISITORS: Mr. Jake Lutz, Mr. Tom Robertson, Mr. John Rocovich, Mr. Philip Thompson

VPI&SU STAFF: Mr. Mel Bowles, Mr. John Cusimano, Mr. Martin Daniel, Mr. Ken Miller, Mr. Raye Penney, Ms. Carolyn Ratcliffe, Mr. Minnis Ridenour, Mr. John Rudd, Dr. Edd Sewell, Mr. Dwight Shelton, Ms. Linda Woodard

GUESTS: Mr. Kevin Miller, The Roanoke Times

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, ratified the Research and Development Disclosure Report, ratified the 2003-2004 Promotion, Tenure

and Continued Appointment Program, approved the resolution on the Virginia Bioinformatics Institute Policy Advisory Board reappointment, and ratified the contractual bonuses for the Women's Basketball coaches.

2. APPROVAL OF MINUTES OF THE MARCH 10, 2003 MEETING:

The Committee reviewed and approved the minutes of the March 20, 2003 meeting.

3. CONTRACT POLICY:

The Committee received a report on Policy 3015: University Contract Signature Policy and Procedures, presented in response to discussions at the March Finance and Audit Committee meeting. This policy covers contract signature and delegation, contracts for goods and services, General Counsel review requirements, and retention of contract records.

The Committee accepted the report.

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 2002 meeting, the university reported 85 audit comments as remaining outstanding. An additional 51 comments have been issued since the November meeting for a total of 136 comments. As of March 31, 2003, 111 comments have been addressed and 25 comments are still in process.

The Committee accepted the report.

5. REVIEW AND ACCEPTANCE OF UNIVERSITY'S UPDATE OF RESPONSES TO ALL PREVIOUSLY ISSUED EXTERNAL AUDIT REPORTS:

The Committee reviewed the University's update of responses to all previously issued external audit reports. The previously issued 2002 Auditor of Public Accounts management letter made three principal recommendations: ensure that departments follow financial policies and procedures; develop a formal effort reporting policy; and strengthen management oversight of the office of scholarships and financial aid. Four of the six recommendations related to improved business practices are now complete. The initiative to develop incentive programs to reward good business practices will be completed by September 30, 2003. The initiative to develop training and professional development programs is substantially complete with work continuing on the Administrators Development Institute through August 2003. A formal Effort Reporting policy has been completed and issued. All initiatives in the area of Financial Aid have also now been completed.

The Committee accepted the report.

6. REVIEW AND DISCUSSION OF SUGGESTED 2004 AUDIT PLAN:

The Committee received a briefing of the suggested audits for the development of the audit plan for fiscal year 2004. Internal audit conducted a comprehensive risk analysis in early 2003 using an updated risk model and data; scheduled audits were selected as a result of this risk analysis. Approximately 9,000 hours will be devoted to scheduled audits in each of the five years. Twenty audits are scheduled for 2003-2004. Audits not completed in the fiscal year scheduled will be carried forward to the next fiscal year.

The Committee accepted the 2004 Audit Plan.

7. REVIEW OF INTERNAL AUDIT DEPARTMENT'S STATUS REPORT AS OF MARCH 31, 2003:

The Committee reviewed the Internal Audit Department's Status Report as of March 31, 2003. In addition to conducting scheduled audits, the audit department participated in annual audit activities; fraud, waste, and abuse audits; special projects; and professional development activities.

Management Services staff provided assistance to several university clients on a number of engagements in the areas of Business Process Analysis and Improvement, Project Management, and Software Selection and Implementation.

The Virginia Tech Foundation, Inc. share of restitution related to a recent embezzlement has been returned to the Foundation fund from which it came. There are no other joint issues currently active involving Corporate Audit and University Internal Audit.

The Committee requested a review and report on the university's implementation of the Sarbanes-Oxley Act.

The Committee accepted the report.

8. REVIEW AND ACCEPTANCE OF THE FOLLOWING INTERNAL AUDIT REPORTS/MEMOS ISSUED SINCE THE LAST MEETING:

A. Licensing and Trademark Administration

The Committee received a report on the audit of the Licensing and Trademark Administration. The audit indicated that the overall risk exposure is moderate and the internal control system is effective but improvements are needed. The audit recommendations included:

Improve adherence to *Fair Labor Standards Act* guidelines; Review and update departmental policies and procedures guidelines; Assess the cost/benefit of a third party (independent) review of the departmental operations; and Strengthen control over product sample inventory, documentation of enforcement activities, and funds handling and accounts receivable. Management is working to implement correction action to address the recommendations.

The Committee accepted the report.

B. University Mail Services

The Committee received a report on the audit of the University Mail Services. The audit indicated that the overall risk exposure is medium and the internal control system is effective but improvements are needed. The audit recommendations included: Improve computer security, Improve management training for and oversight of fixed assets, Improve verification of student mailbox assignments, and Continue planned development of departmental health and safety procedures. Management is working to implement corrective action to address the recommendations.

The Committee accepted the report.

C. Materials Research Institute

The Committee received a report on the audit of the Materials Research Institute. The audit indicated that the risk exposure is medium and that significant improvements are needed to the internal control system. The audit recommendations included: Improve management oversight of the center; Develop procedures to ensure all sponsored project funds are reconciled in a timely manner; Perform monthly reconciliations of E&G funds and returned overhead funds and certify completion; Improve oversight of the center by developing a stakeholders committee; Improve fixed assets practices; and Strengthen compliance with university policies regarding leave reporting, wage payroll and faculty payments. Management is working to implement corrective action to address the recommendations. As a result of discussion of the control of Fixed Assets, the Committee requested a review of the Fixed Assets Management System university wide be provided at the August meeting.

The Committee accepted the report.

D. Department of Chemistry

The Committee received a report on the audit of the Department of Chemistry. The audit indicated that the overall risk exposure is high and the internal control system is not reliable. Immediate action by management is required to improve internal controls and efficiencies in operations. The audit recommendations included: Strengthen management oversight and control over the chemical stockroom and service centers; Develop procedures to ensure sponsored project funds and E&G funds are reconciled in a timely manner; Improve fixed asset practices; Improve compliance with safety policies and guidelines; Improve operating procedures; and Improve computer systems backup, security and operating systems. Management is working to implement corrective action to address the recommendations.

The Committee requested that the September due dates for the audit comments be moved up and addressed at the August meeting.

The Committee accepted the report.

There being no further business, the meeting adjourned at 11:45 a.m.

Respectfully submitted,

John C. Rudd
Director, Internal Audit & Management Services

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

June 2, 2003

FINANCE CLOSED SESSION

PRESENT:

BOARD OF VISITORS: Mr. Jake Lutz, Mr. Tom Robertson, Mr. Philip Thompson

VPI&SU STAFF: Mr. Martin Daniel, Ms. Kay Heidbreder, Mr. Minnis Ridenour, Mr. John Rudd, Mr. Dwight Shelton

FINANCE CLOSED SESSION: The Committee met in Closed Session to review and take action on the quarterly personnel changes report, to review and take action on the Research and Development Disclosure Report, to review and take action on the 2003-2004 Promotion, Tenure, and Continued Appointment Program, to review and take action on the resolution on the Virginia Bioinformatics Institute Policy Advisory Board reappointment, and to review and take action on the Women's Basketball bonuses.

FINANCE OPEN SESSION

PRESENT:

BOARD OF VISITORS: Mr. Jake Lutz, Mr. Tom Robertson, Mr. John Rocovich, Mr. Philip Thompson

VPI&SU STAFF: Mr. John Cusimano, Mr. Martin Daniel, Mr. Ken Miller, Ms. Carolyn Ratcliffe, Mr. Minnis Ridenour, Mr. John Rudd, Dr. Edd Sewell, Mr. Dwight Shelton, Ms. Linda Woodard

GUESTS: Mr. Kevin Miller, The Roanoke Times

ITEMS PRESENTED TO THE FULL BOARD FOR APPROVAL

1. APPROVAL OF MINUTES OF THE MARCH 10, 2003 MEETING:

The Committee reviewed and approved the minutes of the March 10, 2003 meeting.

2. APPROVAL OF YEAR-TO-DATE FINANCIAL PERFORMANCE REPORT
(JULY 1, 2002 – MARCH 31, 2003):

The Committee received the Year-to-Date Financial Performance Report for July 1, 2002 – March 31, 2003. For the third quarter, all programs of the university were on target, and routine budget adjustments were made to reflect changes in General Fund revenues and reallocations of expenditure budgets in academic and administrative areas.

The annual budget for General Fund revenue includes the direct appropriation to the University and transfers to and from Central Appropriations. During the second quarter, the General Fund for the University Division (Agency 208) was reduced by \$15.6 million, and by \$6.6 million for the Cooperative Extension and Agriculture Experiment Station Division (Agency 229) for the Round 2 budget reduction; however, these funds will not revert to the Commonwealth until the fourth quarter. In addition, a \$1.001 million appropriation transfer for health insurance premiums will be moved from Agency 208 to Agency 229 during the fourth quarter as a technical correction to the state appropriation. These actions occur when the Appropriations Act is signed by the Governor. Tuition and Fee revenue was lower than projected through the third quarter due to higher than projected demand for special rate discounts for Virginia school personnel and slightly higher than estimated waiver of the out-of-state differential for graduate students on assistantships. Academic expenditures in the University Division and Cooperative Extension and Agriculture Experiment Station Division were ahead of historical budget projections due to the timing of workforce reductions and pending resource realignments associated with budget reductions. Revenue and expenditures in Sponsored Programs were slightly less than projected, but significantly ahead of 2001-2002 activity levels. The University will review these budgets and make any necessary changes to the annual budget during the fourth quarter.

Revenues were higher than projected in Residence and Dining Halls due to an increase in dining dollars being deposited into student accounts. Revenues were higher than projected in Intercollegiate Athletics due to higher-than-anticipated football income, parking income, ticket-handling fees from increased on-line ticket orders, and revenue from concessions. Additionally, routine budget adjustments have been made in several auxiliaries to reflect revenue and expenditure changes.

For the quarter ending March 31, 2003, \$23 million had been expended for Educational and General and General Obligation Bond Projects, and \$13.7 million had been expended for Auxiliary Enterprises capital projects.

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

3. APPROVAL OF UNIVERSITY BUDGET:

The Committee received an overview of the University Budget and reviewed the average instructional cost for students. The approved tuition rates for 2003-2004 will result in students paying an average of 62 percent of the instructional cost. Nonresident students will, as a group, pay 128 percent of the appropriated cost per student. The University is in compliance with the policy established in the 1991 General Assembly session requiring institutions to charge out-of-state students, as a group, the full cost of the instructional program.

The Committee reviewed the following University Budgets:

University Budget

The University budget reflects the reduction in General Fund, the increase in tuition, and the faculty and staff salary increases, as well as the cost for health insurance. For 2003-2004, the net of these transactions results in an annual internal budget for all operations of approximately \$721.1 million; this is an increase of \$28.5 million over the original 2002-03 budget. This increase reflects changes in nongeneral fund revenues for 2003-2004, as well as actions in the 2003 General Assembly session that impact the 2003-2004 General Fund appropriation.

The Education and General budget will be \$405.5 million and reflects the General Fund reduction, as well as the tuition increase approved at the March 2003 Board meeting. In 2003-2004, the auxiliary operations are projected to grow approximately 5.9 percent over the original 2002-03 budget, with the majority of the growth occurring in Athletics (due mainly to an increase in self-generated resources) and Residential and Dining Programs. As a result of substantial increases in sponsored programs funding over prior years and the expectation that this trend will continue in the coming year, and consistent with the University's strategy for achieving Top 30 status, sponsored programs activity for 2003-2004 is projected to grow by 10 percent over 2002-03 projected activity levels. Further, after adjusting for the removal of the Virginia Graduate and Undergraduate Assistance Program, it is anticipated that the university's student financial assistance program will increase by 4.8 percent in 2003-2004, providing \$11.4 million in state-supported student financial assistance.

The capital outlay program for fiscal year 2004 includes 40 projects: 13 Educational and General projects, 11 General Obligation Bond projects, and 16 Auxiliary Enterprise projects. The total capital outlay budget for fiscal year 2004 includes \$500.8 million of authorizations with an estimated available balance of \$388.0 million. Of the available balance, the University plans to spend about \$86 million in fiscal year 2004.

The Committee recommended the 2003-2004 operating and capital budgets to the full Board for approval.

Student Financial Assistance

Discretionary financial assistance from the General Fund is appropriated by the General Assembly for students attending state colleges and universities in Virginia. For the 2002-2003 fiscal year, the University received a total of \$10.9 million for undergraduate and graduate financial assistance. For the 2003-2004 fiscal year, the University received an additional allocation of \$528,079 for undergraduate Virginians. Thus, a total of \$11.4 million is anticipated to be available for state-supported student financial assistance. The 2003 General Assembly included an amendment to the Governor's proposed budget for an incremental \$4.5 million in need-based student financial aid for all of higher education. Virginia Tech expects to receive an allocation from these additional funds for Virginia undergraduate students. If the final allocation to Virginia Tech differs from the amounts noted here, the University will adjust the student financial assistance budget accordingly. It was recommended that the allocation be distributed in the following manner: \$11,000 for Soil Scientist Scholarships; \$307,500 for first-generation, low-income, or underrepresented groups in selected disciplines; \$2,184,552 for Graduate Fellowships; and \$8,926,825 for Undergraduate Scholarships.

The Committee recommended the allocations for Student Financial Assistance to the full Board for approval.

Hotel Roanoke Conference Center Commission Budget

The Hotel Roanoke Conference Center Commission was established by resolutions adopted by Virginia Tech and the City of Roanoke, under Commonwealth of Virginia enabling legislation. The enabling legislation provided that the Commission shall annually prepare and submit to both the City of Roanoke and Virginia Tech a proposed operating budget showing its estimated revenues and expenses for the forthcoming fiscal year, and, if the estimated expenses exceed the estimated revenues, the portion of the unfunded balance is to be borne by each participating party for the operation of the conference center. The Commission has reviewed its operating budget for 2002-2003 and has adopted and approved its operating budget for the fiscal year 2003-2004. Virginia Tech and the City of Roanoke will make equal contributions of \$100,000 to the Commission for fiscal year 2003-2004. The funds for Virginia Tech will come from Continuing Education fees and from the Fralin endowment which was established to assist with the project. This is a \$25,000 decrease in contributions from the prior year due to achieving satisfactory operating and FFE (Furniture, Fixtures and Equipment) Reserves.

The Committee recommended the Hotel Roanoke Conference Center Commission Budget to the full Board for approval.

4. APPROVAL OF PROPOSED AUXILIARY SYSTEMS BUDGETS:

The Committee reviewed the proposed Auxiliary Systems Budgets. In accordance with the resolution authorizing and securing the Dormitory and Dining Hall System, Electric Service System, and University Services System revenue bonds, the Board of Visitors is required to adopt an annual budget. Once approved by the Board of Visitors, the annual budget will be filed with the State Treasurer and will be the basis for making payments from the revenue fund to meet the operating costs of the auxiliary systems.

Dormitory and Dining Hall System

The budget and revenues for dormitories (\$18.5 million) and dining halls (\$27.2 million) is equal to that of budgeted expenses. The expenses, including debt service required to operate the Dormitory and Dining Hall System for the fiscal year, will be in accordance with the approved revenues and in accordance with the fee structure that was approved by the Board of Visitors on March 10, 2003.

Electric Service Budget

The budget for the Electric Service System, including debt service, is \$15.3 million for the period of July 1, 2003 to June 30, 2004.

University Services System

The budget for the University Services System, including debt service, is \$18.3 million for the period of July 1, 2003 to June 30, 2004.

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

5. APPROVAL OF FACULTY COMPENSATION PLAN:

The Committee reviewed the Faculty Compensation Plan. The Secretary of Education annually issues the "Consolidated Salary Authorization for Faculty Positions in Institutions of Higher Education" that outlines the authorized salary average for full-time teaching and research faculty positions, defines the qualification criteria for teaching and research faculty and administrative and professional faculty, and requires a Board-approved faculty compensation plan. In the late 1980s, the General Assembly established an objective to fund a faculty salary average at all institutions that would approximate the salary average at the 60th percentile in the ranking of salary averages in individual benchmark groups.

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

The authorized salary average for 2002-03 for Virginia Tech is \$72,759 (the authorized salary average has remained at this level since 2000-01). This places Virginia Tech at the 28th percentile of its peer group for 2002-03. Because the General Assembly provided funding for an average increase of 2.25 percent in 2003-2004, the authorized salary average is expected to increase to \$74,396.

The university may elect to alter the percentage increases provided by the state to achieve certain salary compensation needs. In such cases, any increased salary allocations may come from reallocations of existing resources, or from a special pool of funds established by the university. The University budget includes an additional \$2.5 million for faculty adjustments to address special salary needs.

The Committee requested that a plan for achieving the 60th percentile in faculty salaries be developed and presented at the next meeting.

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

6. APPROVAL OF RESOLUTION CONCERNING APPOINTMENTS TO THE HOTEL ROANOKE CONFERENCE CENTER COMMISSION:

The Committee reviewed a resolution concerning appointments to the Hotel Roanoke Conference Center Commission. The resolution seeks approval to continue the appointments of the Executive Vice President and Chief Operating Officer of Virginia Tech, the Executive Vice President and Secretary-Treasurer of the Virginia Tech Foundation, and the Vice Provost for Outreach and International Affairs as the University's representatives on the Hotel Roanoke Conference Center Commission.

The Committee recommended the Resolution for Appointments to the Hotel Roanoke Conference Center Commission to the full Board for approval.

7. APPROVAL OF PROPOSED PRATT FUND BUDGETS:

The Committee reviewed the proposed Pratt Fund budget for Engineering and Animal Nutrition. The Pratt Fund provides funding for programs in both the College of Engineering and Department of Animal Nutrition in the College of Agriculture and Life Sciences. The College of Engineering proposes expenditures of \$832,000, and Animal Nutrition proposes expenditures of \$1,501,000 for 2003-2004.

The Committee recommended the Pratt Fund Budget to the full Board for approval.

JOINT MEETING WITH BUILDINGS AND GROUNDS COMMITTEE

8. RATIFICATION OF 2004-2010 CAPITAL OUTLAY PLAN:

The Committees reviewed the 2004-2010 Capital Outlay Plan. At the March meeting, the Board approved the University's list of potential projects for inclusion in the 2004-2010 Capital Outlay Plan and authorized the University to develop and submit a final plan to the state, in accordance with future guidance from the state and based on the projects in the approved list. Based on instructions received from the state in April, the University prepared and submitted the Six-Year Plan, Maintenance Reserve request, and Capital Lease request components by the May due date.

Projects listed in the six-year capital plan total \$675.4 million. Projects proposed for funding in the 2004-2006 biennium are: Maintenance Reserve; Renovation/Addition of Davidson Hall; Newman Library Addition; Planning for Southwest Campus Heating/Cooling System; Health, Safety, and Accessibility; Critical Technologies Research Facility; Major Residence and Dining Hall Improvements; Transit Center; Boiler Pollution Controls; and Kentland Renovations/Addition. The total request for 2004-2006 is \$129.6 million.

The Committees recommended the 2004-2010 Capital Outlay Plan to the full Board for ratification.

ITEM NOT PRESENTED TO THE FULL BOARD FOR APPROVAL

9. STATUS REPORT ON WEST SIDE STADIUM EXPANSION PROJECT

The Committees received a status report on the West Side Stadium Expansion Project planning. The planning will provide for the reworking of the West Side to include an additional 23 boxes, 2,217 club seats and, when adjusted for existing seats, will result in 1,031 new seats. Private funding commitments of \$1.9 million have recently been received to fund a large portion of planning of the West Side Expansion. The University administration will report on the financing and the construction plans at the August meeting of the Board of Visitors.

There being no further business, the meeting adjourned at 11:45 a.m.

Respectfully submitted,

Minnis E. Ridenour
Executive Vice President and
Chief Operating Officer

VIRGINIA TECH

FINANCIAL PERFORMANCE REPORT

Operating and Capital Expenditures

July 1, 2002 to March 31, 2003

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 with the Commonwealth of Virginia, and the annual budgets. 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 annual budgets are based upon the amount of funds anticipated, approved, and appropriated to Virginia Tech by the General Assembly and the Governor of the Commonwealth of Virginia before the beginning of the fiscal year. The projected year-end budgets reflect adjustments to incorporate actual experience during the fiscal year. The adjustments are coordinated with the State Department of Planning and Budget.

The year-to-date budget is prepared from historical data and reflects trends in expenditures from previous years. 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 accountability since the institution has a legislative mandate to remain within the total revenue and expenditure amounts appropriated by the General Assembly for the two divisions of Virginia Tech, including transfers from the Commonwealth's Central Appropriation for classified salary increase and fringe benefit rate changes.

The year-end Financial Performance Report will differ significantly from the University's financial statement as a result of the implementation of GASB statements 34 and 35, which fundamentally alter the financial reporting concepts for outside readers of the University's financial statements. The Financial Performance Report focuses on fund and program groups providing a display of inflows and outflows consistent with the state appropriation and accounting requirements. The new GASB statements 34 and 35 require financial statements to focus on inflows to the University but not between fund groups. For example, transfers between fund groups will not be displayed on the financial statements. The financial statements will recognize tuition through the nature or type of revenue received by the institution and not by another fund group such as student financial aid; accordingly, allocation of student financial aid to students for university fees will not appear as a cash expenditure in the operating statement when awarded. Further, the new financial statements will display annual depreciation expense for equipment and capital improvements instead of as a cash expenditure. The treatment of debt payments will also be different; the Financial Performance Report displays the outflow of interest and principal, while GASB allows only the display of interest costs.

OPERATING BUDGET

1. The annual budget for General Fund revenue includes the direct appropriation to the University and transfers to/from Central Appropriations. During the second quarter, the General Fund budget was reduced by \$15,611,210 for the Round 2 budget reduction; however these funds will not revert to the Commonwealth until the fourth quarter. In addition, a \$1.001 million appropriation transfer for health insurance premiums will be moved from Agency 208 to Agency 229 during the fourth quarter as a technical correction to the state appropriation. These actions will occur when the Appropriations Act is signed by the Governor.
2. Tuition and Fee revenue is lower than projected through the third quarter due to higher than projected demand for special rate discounts for Virginia school personnel and slightly higher than estimated waiver of the out-of-state differential for graduate students on assistantships.
3. All Other Income is less than historical projections primarily due to lower than projected activity at the Veterinary Medicine Hospital and the Equine Medical Center. Expenditures in the ancillary units are being managed accordingly.
4. Academic expenditures in the University Division are ahead of historical budget projections due to the timing of workforce reductions and pending resource realignments associated with the budget reductions. Support expenditures are behind historical budget projections because of a delay in the timing of expenditures.
5. The annual budget for General Fund revenue includes the direct appropriation to the University and transfers to/from Central Appropriations. During the second quarter, the General Fund budget was reduced by \$6,618,168 for the Round 2 budget reduction; however these funds will not be reverted to the Commonwealth until the fourth quarter. In addition, a \$1.001 million appropriation transfer for health insurance premiums will be moved from Agency 208 to Agency 229 during the fourth quarter as a technical correction to the state appropriations. These actions will occur when the Appropriations Act is signed by the Governor.
6. 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/Agriculture Experiment Station Division is less than the projected budget due to the timing of receipt of federal drawdowns.
7. Academic expenditures in the Cooperative Extension/Agriculture Experiment Station Division are ahead of historical budget projections due to the timing of workforce reductions and pending resource realignments associated with the budget reductions.
8. Quarterly and projected annual variances are explained in the Auxiliary Enterprises section of this report.
9. 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. The original annual revenue and expenditure budgets were established based on a 10% growth target in sponsored activity levels and were increased again during the third quarter. Revenue and expenditures were slightly less than projected, but significantly ahead of 2001-2002 activity levels.
10. Expenses for Student Financial Assistance are higher than projected due to the timing of student financial aid awards. Awards for Undergraduate Scholarships are being processed earlier than last year.
11. The projected year-end General Fund revenue budget has been increased by \$210,500 for a transfer from Student Financial Aid to the Educational and General program for assistantships in the Minority Agricultural Opportunities Program, by \$29,790 for VIVA libraries distribution costs, and by \$1,268,566 to match the actual central appropriations transfer based on revisions in statewide fringe benefit rates and full funding of the 2.5% bonus. The General Fund revenue budget has been reduced by \$15,611,210 resulting from the Round 2 budget reduction approved by the Governor in October 2002.
12. The annual budget for Tuition and Fees has been reduced by \$104,152 to finalize the revenue estimates for the Virginia/Maryland Regional College of Veterinary Medicine, but increased by \$150,000 for projected tuition revenue from the Institute of Distance and Distributed Learning, which was moved from All Other Income. In addition, the budget was increased by \$8,302,420 for the net tuition increase approved for Spring 2003. The revised budget includes \$750,000 of additional need based unfunded scholarships.
13. The projected year-end revenue budget for All Other Income has been increased for the finalization of the internal annual operating budget, the continuation of flight instruction for an additional 12 months, additional income in printing services, and an increase in the Continuing Education budget to support equipment purchases. The corresponding expenditure budgets have been adjusted accordingly.
14. The General Fund revenue budget for the Cooperative Extension/Agriculture Experiment Station Division has been reduced by \$6,618,168 resulting from the 12% Round 2 budget reduction approved by the Governor in October 2002. The General Fund budget was increased by \$1,021,183 to match the actual central appropriations transfer based on revisions in statewide fringe benefit rates and full funding of the 2.5% bonus paid to faculty and classified staff. The corresponding expenditure budgets have been adjusted accordingly.
15. The annual budget for Federal Appropriations in the Cooperative Extension/Agriculture Experiment Station Division has been adjusted to reflect additional federal funds that are available to be expended prior to June 30, 2003. The corresponding expenditure budgets have been adjusted accordingly.
16. The annual budget for All Other Income has been increased by \$435,876 for timber sales at the Southern Piedmont Agricultural Research and Extension Center. The corresponding expenditure budget has been adjusted accordingly.
17. During the third quarter, the annual budget for Sponsored Programs was increased by \$14 million based on projected growth in sponsored program activities. In addition, the budget was increased by \$92,490 based on a revised projection of revenue for the College Plates program.
18. The projected year-end revenue and expense budgets for Student Financial Aid were reduced by \$210,500 for the transfer from Student Financial Aid to the Educational and General program for assistantships in the Minority Academic Opportunities Program. Also, budgets were reduced by \$2,046,275 for the Virginia Graduate and Undergraduate Assistance Program (VGUAP). The VGUAP was eliminated by the Governor on November 15, 2002.
19. The projected annual revenue and expenditure budgets for All Other Programs were adjusted to reflect the reduction of General Fund support for the Unique Military Activities resulting from the Round 2 budget reduction approved by the Governor in October 2002, an increase in federal spending on the Federal Work Study program, and outstanding 2001-2002 commitments that were initiated but not completed before June 30, 2002.

OPERATING BUDGETS
2002-2003 Fiscal Year

Dollars in Thousands

	July 1, 2002 to March 31, 2003			Annual Budget for 2002-2003		
	Actual	Budget	Change	Original	Adjusted	Change
Educational and General Programs						
<u>University Division</u>						
<u>Revenues</u>						
- General Fund	\$163,473	\$163,473	\$0 (1)	\$160,963	\$146,861	\$-14,102 (11)
- Tuition and Fees	157,301	157,757	-456 (2)	152,385	160,734	8,349 (12)
- All Other Income	20,666	21,157	-491 (3)	28,096	28,490	394 (13)
Total Revenues	<u>\$341,440</u>	<u>\$342,387</u>	<u>\$-947</u>	<u>\$341,444</u>	<u>\$336,085</u>	<u>\$-5,359</u>
<u>Expenses</u>						
- Academic Programs	\$-173,294	\$-171,578	\$-1,716 (3, 4)	\$-218,721	\$-215,287	\$3,434 (11, 12, 13)
- Support Programs	-80,416	-80,862	446 (4)	-122,723	-120,798	1,925 (11, 12, 13)
Total Expenses	<u>-\$253,710</u>	<u>-\$252,440</u>	<u>\$-1,270</u>	<u>-\$341,444</u>	<u>-\$336,085</u>	<u>\$5,359</u>
NET	\$87,730	\$89,947	\$-2,217	\$0	\$0	\$0
<u>CE/AES Division</u>						
<u>Revenues</u>						
- General Fund	\$56,808	\$56,808	\$0 (5)	\$56,788	\$51,191	\$-5,597 (14)
- Federal Appropriation	10,417	11,091	-674 (6)	13,317	14,966	1,649 (15)
- All Other Income	937	752	185	600	1,036	436 (16)
Total Revenues	<u>\$68,162</u>	<u>\$68,651</u>	<u>\$-489</u>	<u>\$70,705</u>	<u>\$67,193</u>	<u>\$-3,512</u>
<u>Expenses</u>						
- Academic Programs	\$-47,837	\$-46,983	\$-854 (7)	\$-66,591	\$-62,585	\$4,006 (14, 15, 16)
- Support Programs	-3,294	-3,259	-35	-4,114	-4,608	-494 (14, 15, 16)
Total Expenses	<u>-\$51,131</u>	<u>-\$50,242</u>	<u>\$-889</u>	<u>-\$70,705</u>	<u>-\$67,193</u>	<u>\$3,512</u>
NET	\$17,031	\$18,409	\$-1,378	\$0	\$0	\$0
Auxiliary Enterprises						
Revenues	\$112,503	\$110,937	\$1,566 (8)	\$124,034	\$127,761	\$3,727 (8)
Expenses	-82,493	-85,463	2,970 (8)	-122,419	-129,448	-7,029 (8)
Reserve Drawdown (Deposit)	-30,010	-25,474	-4,536 (8)	-1,615	1,687	3,302 (8)
NET	\$0	\$0	\$0	\$0	\$0	\$0
Sponsored Programs						
Revenues	\$108,875	\$111,641	\$-2,766 (9)	\$138,800	\$152,892	\$14,092 (17)
Expenses	-106,871	-118,597	11,726 (9)	-138,800	-152,892	-14,092 (17)
Reserve Drawdown (Deposit)	-2,004	6,956	-8,960	0	0	0
NET	\$0	\$0	\$0	\$0	\$0	\$0
Student Financial Assistance						
Revenues	\$10,691	\$10,691	\$0	\$12,948	\$10,691	\$-2,257 (18)
Expenses	-10,241	-9,976	-265 (10)	-12,948	-10,691	2,257 (18)
NET	\$450	\$715	\$-265	\$0	\$0	\$0
All Other Programs *						
Revenues	\$2,583	\$2,738	\$-155	\$4,665	\$4,851	\$186 (19)
Expenses	-3,346	-3,481	135	-4,665	-4,851	-186 (19)
Reserve Drawdown (Deposit)	763	743	20	0	0	0
NET	\$0	\$0	\$0	\$0	\$0	\$0
Total University						
Revenues	\$644,254	\$647,045	\$-2,791	\$692,596	\$699,473	\$6,877
Expenses	-507,792	-520,199	12,407	-690,981	-701,160	-10,179
Reserve Drawdown (Deposit)	-31,251	-17,775	-13,476	-1,615	1,687	3,302
NET	<u>\$105,211</u>	<u>\$109,071</u>	<u>\$-3,860</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

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

AUXILIARY ENTERPRISE BUDGET

1. Revenues are higher than projected in Residence and Dining Halls due to an increase in dining dollars being deposited into student accounts. Expenses are lower than projected due to savings in salary costs and the timing of maintenance and renovation expenditures.
2. Expenditures are lower than projected in Parking and Transportation due to a delay in the billing for the new parking building project and delays in the implementation of other parking projects, including the installation of additional parking gates.
3. Expenses are lower than projected due to savings in salary costs and the timing of equipment purchases.
4. Revenues are lower than projected in the University Services System due less-than-anticipated interest earnings, student fee collections, and sales. Expenditures are lower than projected due to savings in salary and wage costs and projected operating savings in the Squires Student Union.
5. Revenues are higher than projected in Intercollegiate Athletics due to higher-than-anticipated football income, parking income, ticket-handling fees from increased on-line ticket orders, and revenue from concessions.
6. Revenues are higher than projected in the Donaldson Brown Hotel and Conference Center due to higher-than-anticipated lodging sales and improved accounts receivable billing.
7. Expenses are lower than projected due to savings in the uniform budget of the Tailor Shop, the timing of software purchases in the Software Sales Auxiliary, and the timing of equipment and one-time project expenses in Hokie Passport.
8. The projected annual revenue, expenditure, and reserve drawdown budgets for Residence and Dining Halls were adjusted to reflect an increase in dining sales, delayed Cochrane Hall (West-end Market) renovation expenses, and a technical correction in the accounting for the Electronic Door Access project.
9. The projected year-end budget was increased for outstanding 2001-2002 commitments and projects that were initiated but not completed before June 30, 2002.
10. The projected annual expenditure and reserve drawdown budgets for Parking and Transportation Services were adjusted to accommodate the conversion of a bond anticipation loan to a permanent drawdown of reserves for the renovation of the Coliseum Lot.
11. The projected annual revenue and reserve drawdown budgets for Telecommunications were adjusted to provide a one-time rate reduction to the University's Educational and General programs.
12. The projected annual revenue, expenditure, and reserve drawdown budgets for the University Services System were adjusted to accommodate the loss of income from the vendor vacancy in the Squires food court and delayed capital expenses associated with the construction of McComas Hall.
13. The projected annual revenue, expenditure, and reserve drawdown budgets for Intercollegiate Athletics were adjusted to accommodate the following: higher-than-anticipated sales and Big East income, increased NCAA income, higher-than-anticipated licensing revenue, increased multi-media revenue, lower-than-anticipated interest earnings, adjustments to personnel costs, additional basketball and track expenses, additional equipment, facility and renovation expenses, routine updates to the Memorabilia room, increased insurance premiums, additional football expenses, other operational cost increases, the cost of televising the Western Michigan football game, adjustments to debt service expenses, a heating system for Worsham Field, participation in the 2002 Hispanic College Fund Classic Preseason game, and participation in the 2002 San Francisco Bowl game.
14. The projected annual revenue, expenditure and reserve drawdown budgets for the Electric Service were adjusted to reflect less-than-anticipated electric sales and to provide a one-time rate reduction to the University's Educational and General programs.
15. The projected annual revenue, expenditure and reserve drawdown budgets for the Donaldson Brown Hotel and Conference Center were adjusted to accommodate payment to the Hilton Hotels Corporation for technical assistance provided during the design phase of the new hotel project.
16. The projected annual revenue, expenditure, and reserve drawdown budgets in the Other Enterprise Functions were adjusted to increase the Licensing and Trademark contribution to scholarships and athletic programs as a result of increased royalties collected from the sale of Virginia Tech merchandise, increased student software sales and associated software purchases, to accommodate roof repair expenses at the campus golf club house, increased legal expenses in Licensing and Trademark as a result of litigation with an Austrian corporation (VATECH) over trademark infringement, to reflect revenues collected from Coca Cola in accordance with the University's pouring rights contract and associated expenditures, and to provide a one-time reduction in University costs.

**UNIVERSITY DIVISION
AUXILIARY ENTERPRISES**

Dollars in Thousands

	July 1, 2002 to March 31, 2003			Annual Budget for 2002-2003		
	Actual	Budget	Change	Original	Adjusted	Change
Residence and Dining Halls						
Revenues	\$42,712	\$41,913	\$799 (1)	\$44,327	\$44,867	\$540 (8)
Expenses	-28,288	-29,782	1,494 (1)	-44,252	-44,891	-639 (8,9)
Reserve Drawdown (Deposit)	-14,424	-12,131	-2,293	-75	24	99 (8,9)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Parking and Transportation						
Revenues	\$3,636	\$3,566	\$70	\$3,952	\$3,952	\$0
Expenses	-3,274	-3,440	166 (2)	-3,885	-4,745	-860 (9,10)
Reserve Drawdown (Deposit)	-362	-126	-236	-67	793	860 (9,10)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Telecommunications Services						
Revenues	\$11,404	\$11,422	\$-18	\$14,083	\$12,833	\$-1,250 (11)
Expenses	-7,638	-7,998	360 (3)	-14,169	-14,271	-102 (9)
Reserve Drawdown (Deposit)	-3,766	-3,424	-342	86	1,438	1,352 (9,11)
Net	\$0	\$0	\$0	\$0	\$0	\$0
University Services System						
Revenues	\$15,628	\$15,859	\$-231 (4)	\$17,142	\$17,098	\$-44 (12)
Expenses	-9,838	-10,397	559 (4)	-17,182	-17,342	-160 (9,12)
Reserve Drawdown (Deposit)	-5,790	-5,462	-328	40	244	204 (9,12)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Intercollegiate Athletics						
Revenues	\$20,386	\$19,644	\$742 (5)	\$21,730	\$25,660	\$3,930 (13)
Expenses	-17,668	-17,692	24	-19,689	-23,781	-4,092 (9,13)
Reserve Drawdown (Deposit)	-2,718	-1,952	-766	-2,041	-1,879	162 (9,13)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Electric Service						
Revenues	\$10,329	\$10,420	\$-91	\$15,053	\$13,428	\$-1,625 (14)
Expenses	-10,181	-10,194	13	-15,343	-15,093	250 (9,14)
Reserve Drawdown (Deposit)	-148	-226	78	290	1,665	1,375 (9,14)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Donaldson Brown Hotel and Conference Center						
Revenues	\$2,962	\$2,696	\$266 (6)	\$3,732	\$3,732	\$0
Expenses	-2,317	-2,378	61	-3,739	-3,760	-21 (9,15)
Reserve Drawdown (Deposit)	-645	-318	-327	7	28	21 (9,15)
Net	\$0	\$0	\$0	\$0	\$0	\$0
Other Enterprise Functions						
Revenues	\$5,446	\$5,417	\$29	\$4,015	\$6,191	\$2,176 (16)
Expenses	-3,289	-3,582	293 (7)	-4,160	-5,565	-1,405 (9,16)
Reserve Drawdown (Deposit)	-2,157	-1,835	-322	145	-626	-771 (9,16)
Net	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL AUXILIARIES						
Revenues	\$112,503	\$110,937	\$1,566	\$124,034	\$127,761	\$3,727
Expenses	-82,493	-85,463	2,970	-122,419	-129,448	-7,029
Reserve Drawdown (Deposit)	-30,010	-25,474	-4,536	-1,615	1,687	3,302
Net	\$0	\$0	\$0	\$0	\$0	\$0

CAPITAL OUTLAY BUDGET

Educational and General Projects

1. The project total budget and cumulative expenses reflect the appropriations available for fiscal year 2003. The annual budget was adjusted because the state froze 50 percent of the fiscal year 2003 allocation and because some expenses budgeted in fiscal year 2002 will be processed in fiscal year 2003.
2. Blanket Authorizations allow unforeseen renovation needs within \$500,000 to be authorized administratively for expediency. The following projects have been completed in blanket authorizations: Laundry Facility Renovation, Print Shop Renovation, Airport Terminal, Richardson Property Acquisition, Architecture Demo Phase II, Fiber Optics Facility, Tidewater Property Acquisition, and Tidewater Building Acquisition. The acquisition of two donated parcels of land in the tidewater area are in process for a total estimated cost of \$15,000 for transaction expenses.
3. The project is complete and will be closed when final payments are processed. The annual budget was adjusted because bills expected from the contractor in fiscal year 2002 will be processed in fiscal year 2003.
4. The project includes two components, the Student Services building and the Southgate Center Addition. Both items are complete and the project will be closed when final payments are processed. The project is administered under an alternative financing authorization in which the Virginia Tech Foundation built the facilities. Because of this arrangement, all project expenses will be recorded in the Foundation instead of the University. To date, expenses for the project total \$8,658,875. The annual budget was adjusted to reflect estimated cost to close the project this fiscal year.
5. The project is complete and will be closed when final payments are processed. The annual budget was adjusted because bills expected from the contractor in fiscal year 2002 will be processed in fiscal year 2003.
6. This project is complete and will be closed this fiscal year. The original total project cost was expected to be \$9.439 million and the final cost is \$9.155 million. The annual budget was adjusted to reflect the final project costs.
7. The project is complete and will be closed when final payments are processed. The total project cost is expected to be \$2.1 million. The annual budget was adjusted because bills expected from the contractor in fiscal year 2002 will be processed in fiscal year 2003.
8. The project is complete and outstanding items with the contractor continue to defer closing the project. The total project cost is expected to be \$1.670 million. The annual budget was adjusted to reflect an estimated closing date in fiscal year 2003.
9. This project will provide state-of-the-art teaching laboratories, faculty offices, and lecture hall space. The project is under construction with an estimated completion date of January 2004. The total project cost is expected to be \$26.774 million because of bid savings. The annual budget was adjusted to reflect current billing estimates from the contractor.
10. This project will replace outdated structures at the Dairy Cattle Center with state-of-the-art facilities. The project is under construction with an estimated completion date of February 2004. The annual budget was adjusted to reflect a schedule delay caused by inclement weather.
11. The project will replace a condemned wing of the existing facility. The project is under construction with an estimated completion date of June 2003. The annual budget has been adjusted to reflect closing out the project by the end of the fiscal year 2003.
12. This comprehensive project addresses health and safety issues throughout campus such as fire alarm systems, air quality, and access for persons with disabilities. This project includes multiple items in various phases of design and construction. The estimated completion date is November 2003.
13. This project will build a facility that will replace the outdated facilities in Henderson Hall. Construction is underway with an estimated completion date of April 2004. The annual budget was adjusted because contract negotiations delayed the start date.
14. This project will build a research building for the Bioinformatics program. Construction is underway with an estimated completion date of November 2003. The annual budget was adjusted to reflect a schedule delay caused by inclement weather and for current billing estimates from the contractor.
15. The project is complete and will be closed when final payments are processed. The annual budget was adjusted because bills expected from the contractor in fiscal year 2002 will be processed in fiscal year 2003.
16. This project was originally envisioned to renovate existing space in Hancock Hall to provide research laboratories for the materials engineering program. The project has been cancelled because of unforeseen building conditions and the annual budget has been adjusted to reflect the estimated costs to close out the contract.
17. This project will provide a presentation arena. The project is under construction with an estimated completion date of March 2004. The annual budget was adjusted to reflect current billing estimates from the contractor.
18. The original Winchester property has been sold and the project will be closed this fiscal year.
19. This project became effective July 1, 2002 and includes the construction of a federally funded laboratory located near the Brooks Center. Planning is underway with an estimated construction completion date of May 2005.
20. This project will build a second biological and computational research building located adjacent to the phase I building. The project is under construction with an estimated completion date of August 2004. The annual budget was adjusted to reflect a start date of February 3, 2003.

2002 General Obligation Bond Program

21. This project envisions a state-of-the-art laboratory facility to support plant science teaching and research. Bids are in process with an estimated construction completion date of June 2005. The annual budget was adjusted to reflect estimated costs to complete bid documents.
22. This project is envisioned to build a 47,000 gross square foot laboratory building to support microbiology research. The bid date for this project has been set at September 2004 and programming is underway.
23. This project is to construct a new laboratory facility to support instructional programs in the Building Construction department. The total project budget includes an existing \$1 million of nongeneral fund support that may be used to initiate planning. The bid date has been set at September 2005.
24. This project is envisioned to update about 46,500 gross square feet of the most out-of-date general assignment classrooms on campus. The bid date has been set at August 2005.

**CAPITAL OUTLAY PROJECTS
AUTHORIZED AS OF MARCH 31, 2003
(\$000)**

	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	\$ 3,167	\$ 2,950	\$ 945	\$ 2,950	\$ 0	\$ 0	\$ 0	\$ 2,950	\$ 945	(1)
Blanket Authorizations	0	15	0	0	0	14,000	0	14,000	4,115	(2)
Dry Rendering Facility	153	256	208	595	0	423	1,648	2,666	2,618	(3)
Student Services Building	2,709	4,990	0	0	0	9,680	0	9,680	0	(4)
Torgersen Hall	0	105	0	14,449	0	12,500	0	26,949	26,844	(5)
Shanks Hall and Shultz Hall Conversion	0	27	27	0	0	9,982	0	9,982	9,155	(6)
Addition to Cheatham Hall	870	1,406	1,211	0	0	2,471	0	2,471	1,904	(7)
Airport Taxiway Construction	0	275	0	0	0	3,129	0	3,129	1,395	(8)
Chemistry/Physics - Phase II	13,970	15,279	9,620	23,431	0	3,763	0	27,194	14,044	(9)
Dairy Science Facilities	3,179	2,486	248	5,343	0	0	0	5,343	703	(10)
Hampton Roads Wing Replacement	789	1,199	659	1,345	0	83	0	1,428	888	(11)
Health, Safety, and Accessibility	1,962	1,962	610	2,500	0	0	0	2,500	896	(12)
Career Services Facility	2,474	1,467	168	0	0	0	4,608	4,608	519	(13)
Bioinformatics Building - Phase I	15,484	11,547	6,660	0	0	0	21,864	21,864	9,358	(14)
Geotechnical Research Laboratory	100	568	533	0	0	880	0	880	845	(15)
Microelectronics Laboratories	607	357	313	0	0	1,800	0	1,800	810	(16)
Multipurpose Livestock Arena	1,909	985	125	1,900	0	1,818	0	3,718	199	(17)
Winchester Office and Laboratory Complex	0	0	0	2,123	0	691	0	2,814	2,814	(18)
Fisheries and Aquatics Research Center	56	56	0	0	0	800	0	800	0	(19)
Bioinformatics Building Phase II	7,421	4,011	0	20,436	0	0	0	20,436	0	(20)
TOTAL	54,850	49,941	21,327	75,072	0	62,020	28,120	165,212	78,052	
<u>2002 General Obligation Bond Program</u>										
Agriculture & Natural Resources Research Laboratory										
Biology Building	5,516	165	115	1,367	23,168	256	0	24,791	1,573	(21)
Building Construction Learning Laboratory	749	0	0	0	14,263	0	4,000	18,263	0	(22,32)
Classroom Improvements, Phase I	249	0	0	0	2,500	5,000	0	7,500	0	(23,32)
Cowgill Hall HVAC and Power	340	0	0	0	4,530	0	0	4,530	0	(24,32)
Litton-Reaves Hall Exterior Repairs	377	0	0	0	7,500	0	0	7,500	0	(25,32)
Main Campus Chilled Water Central Plant	282	0	0	0	2,500	0	0	2,500	0	(26,32)
Henderson Hall and Fine Arts Center	76	0	0	0	2,800	0	0	2,800	0	(27,32)
Williams, Agnew, & Burruss Renovation	973	0	0	0	6,542	2,235	40,000	48,777	0	(28,32)
Vivarium Facility	4,780	4,257	1,536	5,048	5,452	652	0	11,152	1,974	(29,32)
Virginia Tech Institute of Critical Technology, Phase I	567	0	0	0	12,000	0	4,750	16,750	0	(30,32)
TOTAL	1,313	0	0	0	13,996	0	17,000	30,996	0	(31,32)
	15,222	4,422	1,651	6,415	95,251	8,143	65,750	175,559	3,547	

CAPITAL OUTLAY BUDGET (continued)

25. This project is envisioned to update the building's power and HVAC infrastructure to support modern instructional technology. The bid date has been set at September 2006.
26. This project is envisioned to repair existing exterior precast concrete panels that are failing. The bid date has been set at December 2005.
27. This project is envisioned to provide cooling capacity to the north zone of campus to support several new construction and renovation projects. The bid date has been set at April 2005.
28. This project is envisioned to renovate Henderson Hall to house the School of the Arts program and to construct a state-of-the-art performance theatre. The bid date has been set at April 2006.
29. The project envisions the renovation of Williams Hall, Agnew Hall, and Part of Burruss Hall for state-of-the-art instructional space. The Williams Hall component is under construction with a budget of \$5.701 million including \$4.566 million of VCBA Bonds and \$482,000 of General Fund. The project includes \$652,000 of nongeneral fund authorization for the Williams Hall component as a placeholder until the 2002 General Obligation Bond funds are available. The bid date for the Agnew and Burruss components is set for October 2006. The annual budget has been adjusted to reflect expected construction payments in fiscal year 2003 for Williams Hall.
30. This project is envisioned to build a state-of-the-art animal care facility to support various research programs. The bid date has been set at March 2005 and a preplanning exercise is underway.
31. This project is envisioned to build a state-of-the-art, multidisciplinary research laboratory facility. The bid date has been set at September 2004 and programming is underway.
32. The original annual budget was based on an estimated effective date of November 5, 2002 for General Obligation Bond funds. The annual budget was adjusted to reflect the state's timing of the project in the state's Capital Implementation Plan.

Auxiliary Enterprises Projects

1. Projects are scheduled and funded by the auxiliary enterprises during the annual Auxiliary Enterprise Budgeting Process. The total budget and expense amounts reflect the authorization available for the 2002-2004 biennium. The annual budget was adjusted to reflect actual authorizations available for fiscal year 2003.
2. Blanket Authorizations allow unforeseen renovation needs within \$500,000 to be authorized administratively for expediency. This blanket currently has no active project authorizations. The following Auxiliary projects have been completed in this blanket: four Telecommunications Upgrade projects for the residence halls, Hillcrest Renovations, Owens Parapet, and Planning for the Coliseum Roof Repair.
3. Individual repair projects for this appropriation have been completed over several years. The remaining project balance will be used as appropriate projects are identified.
4. Several parking improvement projects have been completed in this authorization. The project includes \$203,000 of General Fund because a portion of the Stormwater Management project was consolidated with the Stadium Parking project. The annual budget reflects work for four improvement projects. The outstanding project budget balance is envisioned for parking structures that are on hold.
5. The project is complete and will be closed this fiscal year. The total project cost is \$10,957,196 and the annual budget has been adjusted to reflect the final costs of the project.
6. This project will expand the existing North campus substation to support continuing core campus development. Construction is underway with an estimated completion date of May 2003. The project cost is expected to be \$2,992,000. The annual budget was adjusted because bills expected from the contractor in fiscal year 2002 will be processed in fiscal year 2003.
7. This project will build about 187,000 gross square feet to support alumni, continuing education, and hotel programs. The project is under construction with an estimated completion date of April 2005. The annual budget was adjusted to reflect a schedule delay caused by extended working drawing time.
8. This project was envisioned to build a new clubhouse and driving range; the project is on hold pending the relocation of the golf course holes.
9. Phase I, South End Zone, is complete and the total cost is expected to be \$34.565 million. Phase II, West Side Stands, is ready to bid the current documents. The annual budget was adjusted because bills expected from the contractor in fiscal year 2002 will be processed in fiscal year 2003.
10. This project is to install electronic access systems in the 19 residence halls constructed prior to 1983. The project will be implemented in three phases. Phases I and II are complete and Phase III is underway. The annual budget was adjusted because expenses budgeted for fiscal year 2002 will be processed in fiscal year 2003.
11. This project is to construct a new residence hall of approximately 256 beds along with office spaces for residential services and judicial affairs. Preliminary programming has been completed to establish site and utilities coordination with the Career Services project. The annual budget was adjusted because activity budgeted for fiscal year 2002 was deferred to fiscal year 2003. The project is on hold pending review of future residential fees.
12. This project will build a new electric service facility located off campus consisting of service and storage areas for trucks and equipment. The project is under construction with an estimated completion date of October 2003. The annual budget was adjusted for a schedule delay caused by inclement weather.
13. This project will develop additional field areas and support structures for use by the intramural sports program. The project is complete and will be closed when final payments are processed. The annual budget was adjusted because bills expected from the contractor in fiscal year 2002 will be processed in fiscal year 2003.
14. This project is envisioned to modernize the servery of the second floor of Dietrick dining hall. Preliminary design is underway with an estimated completion date of July 2004. The annual budget has been adjusted to reflect estimated planning cost for fiscal year 2003.
15. This project is envisioned to build dining, student activity, meeting, and classroom space. The project is on hold pending further review of the site location and the program priorities. Thus, the annual budget was adjusted accordingly.
16. This project is envisioned to expand the existing student center by adding dining, student activity, meeting, and classroom space. The project is on hold pending further review of the site and program priorities. The annual budget has been adjusted to reflect estimated planning cost for fiscal year 2003.

Capital Outlay Projects Authorized as of March 31, 2003 (Continued)

	CURRENT YEAR			TOTAL PROJECT					CUMULATIVE EXPENSES	
	ORIGINAL ANNUAL BUDGET	REVISED ANNUAL BUDGET	YTD EXPENSES	STATE SUPPORT	GENERAL OBLIGATION BOND	NONGENERAL FUND	REVENUE BOND	TOTAL BUDGET		
<u>Auxiliary Enterprises Projects</u>										
Maintenance Reserve	\$ 2,800	\$ 3,103	\$ 2,529	\$ 0	\$ 0	\$ 5,903	\$ 0	\$ 5,903	\$ 2,529	(1)
Auxiliary Enterprise Blanket Authorizations	0	0	0	0	0	7,500	0	7,500	2,691	(2)
Major Repairs-Dorm/Dining System	0	0	0	0	0	288	8,577	8,865	8,125	(3)
Parking Auxiliary Projects	939	939	325	203	0	220	26,899	27,322	7,059	(4)
Special Purpose Housing - Phase III	0	1	1	0	0	660	10,658	11,318	10,957	(5)
Substation Expansion	690	2,230	1,775	0	0	0	3,800	3,800	2,537	(6)
Alumni/CEC/Hotel Complex	6,849	2,987	589	0	0	25,099	20,732	45,831	2,491	(7)
Golf Course Facilities	0	0	0	0	0	1,500	0	1,500	0	(8)
Expand Lane Stadium - Phases I and II	5,580	8,312	7,036	0	0	11,000	82,800	93,800	33,288	(9)
Improve Security Access in Residence Halls	520	761	357	0	0	1,366	0	1,366	962	(10)
New Residence Hall	0	16	2	0	0	1,041	15,000	16,041	86	(11)
Electric Service Facility	2,529	2,162	617	0	0	251	2,749	3,000	811	(12)
Recreation Fields	273	829	455	0	0	1,529	0	1,529	1,155	(13)
Dietrick Servery/HVAC, Phase II	326	150	0	0	0	0	5,000	5,000	0	(14)
Dining and Student Union Facility	316	0	0	0	0	0	6,250	6,250	0	(15)
G. Burke Johnston Student Center Addition	316	150	31	0	0	0	6,250	6,250	31	(16)
TOTAL	21,138	21,640	13,717	203	0	56,357	188,715	245,275	72,722	
GRAND TOTAL	\$ 91,210	\$ 76,003	\$ 36,695	\$ 81,690	\$ 95,251	\$ 126,520	\$ 282,585	\$ 586,046	\$ 154,321	

RECOMMENDATION:

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, 2002 through March 31, 2003 and the Capital Outlay report be accepted.

2003-2004 AVERAGE COST OF INSTRUCTION

VIRGINIA TECH

The Commonwealth of Virginia has established a methodology for computing the per student instructional cost for colleges and universities. This process identifies the "instructional cost" components of the Educational and General budget and computes an average instructional cost for all undergraduate and graduate students, including part-time and full-time students taking classes at both on-campus and off-campus locations. The resulting average cost is used to measure compliance with the state's tuition policies.

In 1989-90, students paid, on average, about 37 percent of the instructional cost. In the 1991 Legislative Session, the General Assembly instructed colleges and universities to charge out-of-state students the full cost of the instructional program. Recognizing that institutions might need to offer different tuition rates for different categories of students (i.e., undergraduate vs. graduate), the policy was modified to allow colleges and universities to recover the full cost from out-of-state students as a group, and not by individual classification. In other words, the aggregate tuition collected from out-of-state undergraduates and out-of-state graduates must fully cover the total share of the instructional budget related to their instruction. The result of this change in policy was to significantly increase the portion of the instructional budget funded by students. In 2002-2003, students are paying 51 percent of average instructional cost.

Based on the changes to the University's appropriations for 2003-2004 and the tuition rates for 2003-2004, the average cost of instruction has been computed in accordance with the methodology used by SCHEV. The approved tuition rates for 2003-2004 will result in students paying an average of 62 percent of the instructional cost. Nonresident students will, as a group, pay 128 percent of the appropriated cost per student; thus, the University is in compliance with the out-of-state tuition requirement. Average percentages by individual student category are as follows:

	<u>Amount</u>	<u>% of Average</u>
Average Appropriated Cost	\$10,469	62%
<u>Undergraduates:</u>		
Residents	4,190	40%
Nonresidents	14,074	134%
<u>Graduates:</u>		
Residents	6,039	58%
Nonresidents	9,708	93%
<u>Residency:</u>		
Residents		43%
Nonresidents		128%

PROPOSED 2003-2004 OPERATING AND CAPITAL BUDGETS

VIRGINIA TECH

May 2003

The national recession has adversely impacted the Commonwealth's revenues creating the need to reduce funding to state agencies. For the 2002-2004 biennium, the Commonwealth assigned two rounds of General Fund reductions totaling \$42.0 million in 2002-2003 increasing to \$52.2 million in 2003-2004 for the University Division. In addition to these reductions, several research and public service centers were assigned specific General Fund reductions (five centers and \$165,000 in 2002-2003 and six centers and \$343,875 in 2003-2004). For Agency 229, the reduction is \$10.9 million for 2002-2003 and \$11.6 million for 2003-2004. The maintenance reserve fund and the equipment trust fund have been reduced by \$6.0 million and \$2.4 million, respectively. Further, the 2003 General Assembly assigned a portion of the cost of salary increases and increased health care costs to be funded by increases in nongeneral fund revenue.

Virginia Tech is authorized to spend \$709.7 million during 2003-2004 to carry out all of its programs, based on the direct appropriations to the University. However, the University's annual internal budget varies from this external expenditure authorization for several reasons, some of which increase the annual expenditure authority while others reduce the expenditure plans. For example, the Cooperative Extension/Agriculture Experiment Station Division has been assigned incremental nongeneral fund revenue authorization that cannot be utilized as outside funding sources, such as the federal government, remain level; this authority can not be internally budgeted unless additional revenue is identified. The University's expenditure appropriations will change during 2003-2004 when the Virginia Military Institute transfers the Unique Military Activities appropriation of \$1.2 million to the University, when the state transfers funds from its Central Fund to the University to cover the General Fund share of the November 2003 faculty and classified staff salary increases and other central adjustments, and when the University receives a nongeneral fund appropriation for the Fall 2003 increase in tuition rates authorized to replace reduced General Fund support and address assigned costs. In addition, the University is able to seek administrative increases in the appropriations if additional nongeneral fund revenue becomes available.

For 2003-2004, the net of these transactions results in an annual internal budget for all operations of approximately \$721.1 million. This is an increase of \$28.5 million over the original 2002-2003 budget. This increase reflects changes in nongeneral fund revenues for 2003-2004 as well as actions in the 2003 General Assembly session that impact the 2003-2004 General Fund appropriation. The overall change includes a decrease of \$6.7 million attributable to the Educational and General program, \$7.3 million of projected growth in auxiliary enterprises, and a \$29.6 million anticipated increase in Sponsored Programs. The General Fund allocation will be approximately \$200.0 million, a decrease of \$30.0 million from 2002-2003. General Fund revenues will

provide \$187.4 million in support for the instructional, research, and extension programs, \$11.4 million for student financial assistance, and \$1.2 million for the Unique Military Activities program. The General Fund appropriation represents 46.2 percent of the Educational and General budget (58.6 in the original 2001-02 budget), 39.8 percent of the University Division's Educational and General budget (53.6 in the original 2001-02 budget), and 27.7 percent of the total budget.

Schedule 1 displays the proposed operating budgets for 2003-2004, by major program and revenue and expense category. Schedule 2 is an expansion of the auxiliary operations budgets, categorized by major activity. These schedules display the comparative 2002-2003 budget, as approved in June 2002, and the current revised 2002-2003 budget as an additional comparison point. Schedule 3 shows the total budget by fund source and an estimated annual budget for each capital outlay project that will be active in 2003-2004. This report provides a brief discussion of the changes in the budget for each of the major programs.

Educational and General

The University's Educational and General budget will be \$405.5 million in 2003-2004. The Educational and General budgets for the University Division (208) and the Cooperative Extension/Agriculture Experiment Station Division (229) are presented below by source of funding.

	(Dollars in thousands)		
	<u>208</u>	<u>229</u>	<u>Total</u>
General Fund	\$135,068	\$52,349	\$187,417
Tuition and Fees	181,547		181,547
Federal Funds		13,428	13,428
Other	<u>22,506</u>	<u>600</u>	<u>23,106</u>
Total Educational and General	\$339,121	\$66,377	\$405,498
Percent of Total			
General Fund	39.8%	78.9%	46.2%
Tuition and Fees	53.6%	0.0%	44.8%
Federal Funds	0.0%	20.2%	3.3%
Other	<u>6.6%</u>	<u>0.9%</u>	<u>5.7%</u>
Total Percentage	100.0%	100.0%	100.0%

The year-to-year comparison of the budget in Schedule 1 shows an overall revenue decline in the Educational and General program. The proposed 2003-2004 budget is 1.6 percent smaller than the original 2002-2003 budget. This reduction results from reduced General Fund support. The \$30.3 million General Fund reduction is partially offset by an increase in tuition revenue as a result of the annualization of the \$400

Spring 2003 tuition increase and the tuition rate increases approved for Fall 2003 approved at the March 2003 meeting of the Board of Visitors. The 2003-2004 tuition and fee budget is \$29.2 million or 19.1 percent higher as compared to the original 2002-2003 budget. The difference in the tuition and fee budget reflects the mix of students and the increase in the tuition rates approved for all undergraduate students and all graduate students in Spring 2003 and Fall 2003. The 2003-2004 tuition and fee budget also includes \$1.0 million in projected revenues from the technology fee authorized by the General Assembly in 1998-1999 and \$415,852 for the new capital fee assessed to out-of-state students required by the General Assembly for 2003-04. A portion of the revenue from the capital fee will be transferred to the Commonwealth for debt service on new facilities, but any net amount will be revenue for Virginia Tech. The General Fund reductions and the tuition increases reflected in the budget are consistent with the tuition increases reviewed with the Board of Visitors at the March 2003 meeting.

While the 2003-2004 decline in Educational and General revenues is 1.6 percent, it is important to recognize that costs have increased. The 2003-04 cost of the November 25, 2003 faculty and classified staff salary increase are included in the budget projections, and the employer portion of health care costs has increased dramatically. Central fixed costs continue to increase, and the University received a targeted appropriation for the operation and maintenance of new facilities. The University anticipates that support for salary increases and health care costs will be provided by the General Fund at a rate of 44 percent of the cost in the University Division and 100 percent in the Cooperative Extension/Agriculture Experiment Station Division.

In order to balance the 2003-2004 Educational and General budget and provide some flexibility for reinvestment in critical areas, the University requested that units in the University Division identify how a six percent base reduction in 2002-2003 and an additional one percent base reduction in 2003-2004 could be absorbed during Round 1. Subsequent to the October 15, 2002 reduction (Round 2), the University asked units in the University Division plan for an additional 2.75 to 7 percent reduction (a 3 percent average) in 2003-04. By 2003-04 almost all college and administrative units in the University Division will have managed total reductions of 9.75 to 14 percent from 2001-02 funding levels.

In Agency 229, the University asked units to identify how a seven and eight percent reduction could be managed in 2002-2003 and 2003-2004, respectively during Round 1. Subsequent to the October 15, 2002 reduction (Round 2), the University asked units in Agency 229 to plan for an additional 12 percent reduction in both years of the biennium. In total, in 2003-04 the Cooperative Extension/Agriculture Experiment Station Division will have managed a 20 percent reduction from the 2001-02 funding level.

Auxiliary Enterprises

The total auxiliary revenue will grow 5.9 percent over the original 2002-2003 budget in 2003-2004. This increase includes resources to cover the cost of funding legislated raises, increased health care costs, increased demand, and changes in operating and fixed costs. The majority of the growth in auxiliary budgets will occur in Dining

Programs and the Athletic Department. The Athletic fee was not increased for 2003-2004; this additional support is mainly the result of an increase in self-generated resources.

In 2003-2004, auxiliary budgets will continue to include reduction plans to help buffer the loss of General Fund support in the Educational and General programs and support academic initiatives during 2003-2004. In implementing the reductions, the auxiliary managers were asked to minimize the impact on student services. The auxiliaries will manage the reductions through revenue enhancement strategies, a drawdown of reserves, and the deferral of certain costs. In some cases the auxiliary enterprises assisted the University by limiting fee increases. By limiting the fee increases to students, the University was able to manage the overall increase in the total cost of education to students in a year in which tuition increases were required to be larger than normal.

Financial Assistance for Educational and General Programs

Financial Assistance for Educational and General Programs is comprised of sponsored programs activities and the Eminent Scholars program. The State Council of Higher Education reduced the General Fund match for the Eminent Scholars program to Virginia Tech by 20 percent to \$599,409 in 2002-2003. This reduction will also be in place for 2003-04.

Virginia Tech has realized substantial increases in sponsored programs funding over prior years and this trend is expected to continue in the coming year. Consistent with the University's strategy for achieving Top 30 status, sponsored programs activity for 2003-2004 is projected to grow by 10 percent over 2002-2003 projected activity levels.

Student Financial Assistance

The annual budget for the Student Financial Assistance Program has traditionally included the Virginia Graduate and Undergraduate Assistance Program (VGUAP) and state-supported student financial assistance.

The VGUAP has been funded by University private funds and with a small General Fund match provided by the Commonwealth. On October 15, 2002, the \$46,275 General Fund match for the Virginia Graduate and Undergraduate Assistance Program was eliminated as part of the Round 2 budget reductions. While the University's privately funded scholarship awards will continue to students (estimated to be \$2,000,000), the Commonwealth's elimination of the VGUAP program removes the requirement to account for private funds within the University's Student Financial Aid appropriation to qualify for the matching funds. As a result, the private support is no longer displayed as part of the University Division budget.

After adjusting for the removal of the VGUAP program, the University's Student Financial Assistance Program is anticipated to increase by 4.8 percent in 2003-2004 with \$11,429,877 available for state-supported student financial assistance.

In addition, the University expects to receive a share of the \$4,500,000 additional allotment that was approved for student financial aid at all higher education institutions, and the University's budget will be adjusted accordingly once that amount is determined by the State Council.

All Other Programs

The All Other Programs component is comprised of the Unique Military Activities appropriation, surplus property, federal work study program, local funds, and Alumni Affairs. The annual budget for these funds is based on historic trends and projections of activity levels by program managers. These programs are funded by resources that are designated for specific purposes. For All Other Programs, the recommended budget represents a decrease of \$184,042 or 3.9 percent over the original budget for 2002-2003. A significant portion of this change is due to a decrease in General Fund support for the Unique Military Activities assigned during the October 15, 2002 (Round 2) budget reductions.

Budget Allocations

The process of finalizing the 2003-2004 operating budget allocations for the colleges and major operating units is currently underway. This process will be completed during May 2003. The final operating budgets will be approved during June and issued to the University community by the Executive Vice President and Chief Operating Officer. The Office of Budget and Financial Planning will allocate these budgets to the colleges and vice presidential areas in time for the departments to open the new fiscal year with the allocations in place in the financial systems.

Capital Outlay Projects

Virginia Tech's capital outlay program includes projects for the University Division and the Cooperative Extension/Agriculture Experiment Station Division. Each project, independent of funding source, requires a state authorization. Existing capital projects are reappropriated by the state each June 30, and their authorizations carry forward to the next fiscal year until the projects are closed. New projects are requested as part of the state budget cycle, with authorizations approved in the Appropriation Act or through special action by the Governor. New projects normally become effective and are added to the program at the beginning of a fiscal year. Completed projects are closed and removed from the program during the annual reappropriations process in June.

The project authorizations available for fiscal year 2004 are shown on Schedule 3. Each project is listed with the total budget by revenue source, available balance for fiscal year 2004, estimated budget for fiscal year 2004, and estimated balance at the close of fiscal year 2004.

The capital outlay program for fiscal year 2004 includes 13 Educational and General projects, 11 General Obligation Bond projects, and 16 Auxiliary Enterprise projects for a

total of 40 projects. The projects are in various phases of design and construction with a life span of two to four years depending on the size and complexity of the facility. The total capital outlay budget for fiscal year 2004 includes \$500.8 million of authorizations with an estimated available balance of \$388.0 million. Of the available balance, the University plans to spend almost \$86.2 million in fiscal year 2004.

The revenues to support capital outlay expenses are a mix of state support, University debt, and self-generated resources. When projects have multiple sources of funding, the University generally utilizes the resources in the following order: state support, bond proceeds, then nongeneral funds. This order allows the most effective use of the University's nongeneral fund resources.

RECOMMENDATION:

That the proposed 2003-2004 operating and capital budgets, as displayed on Schedules 1, 2, and 3, be approved.

TOTAL OPERATING BUDGET FOR VIRGINIA TECH
Fiscal Year 2003-2004
(Dollars in Thousands)

	2002-2003 Original Budget	2002-2003 Adjusted Budget	2003-2004 Recommended Budget
<u>Revenues</u>			
Educational and General			
University Division			
General Fund	\$160,963	\$146,861	\$135,068
Tuition and Fees	152,385	160,734	181,547
All Other Income	28,096	28,490	22,506
Subtotal	341,444	336,085	339,121
CE/AES Division			
General Fund	56,788	51,191	52,349
Federal Funds	13,317	14,966	13,428
All Other Income	600	1,036	600
Subtotal	70,705	67,193	66,377
Total Educational and General	412,149	403,278	405,498
Auxiliary Enterprises	124,034	127,761	131,297
Financial Assistance for E&G Programs ^(a)	138,800	152,892	168,399
Student Financial Assistance			
General Fund	10,948	10,691	11,430
Nongeneral Fund	2,000	0	0
Total Student Financial Assistance	12,948	10,691	11,430
All Other Programs ^(b)	4,665	4,851	4,481
Total	\$692,596	\$699,473	\$721,105
<u>Expense</u>			
Educational and General			
University Division	\$341,444	\$336,085	\$339,121
CE/AES Division	70,705	67,193	66,377
Subtotal	412,149	403,278	405,498
Auxiliary Enterprises	122,419	129,448	130,485
Financial Assistance for E&G Programs ^(a)	138,800	152,892	168,399
Student Financial Assistance	12,948	10,691	11,430
All Other Programs ^(b)	4,665	4,851	4,481
Total	\$690,981	\$701,160	\$720,293
<u>Planned Change in Reserve</u>			
Reserve Drawdown/(Deposit) ^(c)	(1,615)	1,687	(812)
Net	\$0	\$0	\$0

(a) Financial Assistance for E&G Programs includes Sponsored Programs and the Eminent Scholars Program.

(b) All Other Programs include Unique Military Activities, Surplus Property, Local Funds, Federal Work Study, and Alumni Affairs.

(c) Reflects the planned excess of Auxiliary Enterprises.

TOTAL OPERATING BUDGETS FOR AUXILIARY ENTERPRISES
Fiscal Year 2003-2004
(Dollars in Thousands)

	2002-2003 Original Budget	2002-2003 Adjusted Budget	2003-2004 Recommended Budget
Residence and Dining Hall System			
Revenues	\$44,327	\$44,867	\$45,538
Expenses	-44,252	-44,891	-45,656
Reserve Drawdown (Addition)	-75	24	\$118
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Parking and Transportation			
Revenues	\$3,952	\$3,952	\$4,215
Expenses	-3,885	-4,745	-4,107
Reserve Drawdown (Addition)	-67	793	-108
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Telecommunications Services			
Revenues	\$14,083	\$12,833	\$13,940
Expenses	-14,169	-14,271	-14,076
Reserve Drawdown (Addition)	86	1,438	136
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
University Services System			
Revenues	\$17,142	\$17,098	\$17,071
Expenses	-17,182	-17,342	-18,266
Reserve Drawdown (Addition)	40	244	1,195
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Intercollegiate Athletics			
Revenues	\$21,730	\$25,660	\$26,845
Expenses	-19,689	-23,781	-24,332
Reserve Drawdown (Addition)	-2,041	-1,879	-2,513
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Electric Service System			
Revenues	\$15,053	\$13,428	\$15,020
Expenses	-15,343	-15,093	-15,345
Reserve Drawdown (Addition)	290	1,665	\$325
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Donaldson Brown Hotel and Conference Center			
Revenues	\$3,732	\$3,732	\$3,743
Expenses	-3,739	-3,760	-3,813
Reserve Drawdown (Addition)	7	28	70
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Other Enterprise Functions			
Revenues	\$4,015	\$6,191	\$4,925
Expenses	-4,160	-5,565	-4,890
Reserve Drawdown (Addition)	145	-626	-35
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL			
Revenues	\$124,034	\$127,761	\$131,297
Expenses	-122,419	-129,448	-130,485
Reserve Drawdown (Addition)	-1,615	1,687	-812
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

EDUCATIONAL AND GENERAL CAPITAL PROJECT AUTHORIZATIONS FOR FISCAL YEAR 2004
(\$000)
as of March 31, 2003

	TOTAL PROJECT BUDGET				ESTIMATED TOTAL EXPENSES June 30, 2003	ESTIMATED BALANCE AVAILABLE FOR FY2004	ESTIMATED ANNUAL BUDGET FY2004	ESTIMATED BALANCE AT CLOSE OF FY2004	
	STATE SUPPORT	GENERAL OBLIGATION BONDS	NONGENERAL FUND	AGENCY DEBT					TOTAL BUDGET
<u>Educational and General Projects</u>									
Maintenance Reserve	\$ 4,564	\$ 0	\$ 0	\$ 0	\$ 4,564	\$ 2,950	\$ 1,614	\$ 929	\$ 685
Blanket Authorizations	0	0	9,870	0	9,870	0	9,870	0	9,870
Addition to Cheatham Hall	0	0	2,471	0	2,471	2,099	372	0	372
Airport Taxiway Construction	0	0	3,129	0	3,129	1,670	1,459	275	1,184
Chemistry/Physics - Phase II	23,431	0	3,763	0	27,194	19,703	7,491	7,491	0
Dairy Science Facilities	5,343	0	0	0	5,343	2,941	2,402	2,402	0
Hampton Roads Wing Replacement	1,345	0	83	0	1,428	1,428	0	0	0
Health, Safety, and Accessibility	2,500	0	0	0	2,500	2,248	252	252	0
Career Services Facility	0	0	0	4,608	4,608	1,818	2,790	2,790	0
Bioinformatics Building - Phase I	0	0	0	21,864	21,864	14,245	7,619	7,619	0
Multipurpose Livestock Arena	1,900	0	1,818	0	3,718	1,059	2,659	2,659	0
Fisheries and Aquatics Research Center	0	0	800	0	800	56	744	500	244
Bioinformatics Building Phase II	20,436	0	0	0	20,436	4,011	16,425	12,730	3,695
							0		0
Total Educational and General Projects	\$ 59,519	\$ 0	\$ 21,934	\$ 26,472	\$ 107,925	\$ 54,228	\$ 53,697	\$ 37,647	\$ 16,050
<u>2002 General Obligation Bond Program</u>									
Agriculture & Natural Resources Research Laboratory	1,367	23,168	256	0	24,791	1,623	23,168	11,800	11,368
Biology Building	0	14,263	0	4,000	18,263	0	18,263	1,000	17,263
Building Construction Learning Laboratory	0	2,500	5,000	0	7,500	0	7,500	100	7,400
Classroom Improvements, Phase I	0	4,530	0	0	4,530	0	4,530	0	4,530
Cowgill Hall HVAC and Power	0	7,500	0	0	7,500	0	7,500	0	7,500
Litton-Reaves Hall Exterior Repairs	0	2,500	0	0	2,500	0	2,500	0	2,500
Main Campus Chilled Water Central Plant	0	2,800	0	0	2,800	0	2,800	30	2,770
Henderson Hall and Fine Arts Center	0	6,542	2,235	40,000	48,777	0	48,777	810	47,967
Williams, Agnew, & Burruss Renovation	5,048	5,452	652	0	11,152	4,695	6,457	707	5,750
Vivarium Facility	0	12,000	0	4,750	16,750	0	16,750	530	16,220
Virginia Tech Institute of Critical Technology, Phase I	0	13,996	0	17,000	30,996	0	30,996	1,400	29,596
Total 2002 General Obligation Bond Program	\$ 6,415	\$ 95,251	\$ 8,143	\$ 65,750	\$ 175,559	\$ 6,318	\$ 169,241	\$ 16,377	\$ 152,864

AUXILIARY ENTERPRISE CAPITAL PROJECT AUTHORIZATIONS FOR FISCAL YEAR 2004
 (\$000)
 as of March 31, 2003

	TOTAL PROJECT BUDGET					ESTIMATED TOTAL EXPENSES June 30, 2003	ESTIMATED BALANCE AVAILABLE FOR FY2004	ESTIMATED ANNUAL BUDGET FY2004	ESTIMATED BALANCE AT CLOSE OF FY2004
	STATE SUPPORT	GENERAL OBLIGATION BONDS	NONGENERAL FUND	AGENCY DEBT	TOTAL BUDGET				
Auxiliary Enterprises Projects									
Maintenance Reserve	\$ 0	\$ 0	\$ 5,903	\$ 0	\$ 5,903	\$ 3,103	\$ 2,800	\$ 2,800	\$ 0
Auxiliary Enterprise Blanket Authorizations	0	0	4,809	0	4,809	0	4,809	0	4,809
Major Repairs-Dorm/Dining System	0	0	143	596	739	0	739	0	739
Parking Auxiliary Projects	0	0	79	20,619	20,698	1,049	19,649	0	19,649
Substation Expansion	0	0	0	3,800	3,800	2,992	808	0	808
Alumni/CEC/Hotel Complex	0	0	25,099	20,732	45,831	4,889	40,942	23,840	17,102
Golf Course Facilities	0	0	1,500	0	1,500	0	1,500	0	1,500
Expand Lane Stadium - Phases I and II	0	0	11,000	82,800	93,800	34,564	59,236	250	58,986
Improve Security Access in Residence Halls	0	0	1,366	0	1,366	1,366	0	0	0
New Residence Hall	0	0	1,041	15,000	16,041	100	15,941	0	15,941
Electric Service Facility	0	0	251	2,749	3,000	2,356	644	644	0
Recreation Fields	0	0	1,529	0	1,529	1,529	0	0	0
Dietrick Seryer/HVAC, Phase II	0	0	0	5,000	5,000	150	4,850	3,850	1,000
Dining and Student Union Facility	0	0	0	6,250	6,250	0	6,250	0	6,250
G. Burke Johnston Student Center Addition	0	0	0	6,250	6,250	150	6,100	0	6,100
Soccer/Lacrosse Complex	0	0	750	0	750	0	750	750	0
Total Auxiliary Enterprise Projects	\$ 0	\$ 0	\$ 53,470		\$ 217,266	\$ 52,248	\$ 165,018	\$ 32,134	\$ 132,884
GRAND TOTAL ALL CAPITAL PROJECTS	\$ 65,934	\$ 95,251	\$ 83,547	\$ 256,018	\$ 500,750	\$ 112,794	\$ 387,956	\$ 86,158	\$ 301,798

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY**STUDENT FINANCIAL ASSISTANCE****GENERAL FUND APPROPRIATION**

The General Assembly appropriates discretionary financial assistance from the General Fund for students attending state colleges and universities in Virginia. Historically, discretionary financial aid for undergraduates has been distributed based on a formula which incorporates unmet need and the average amount of loan carried by students at each institution. The available funds have been allocated in proportion to the composite of these two factors at the individual institutions of higher education. Money has also been allocated to institutions for graduate fellowships. These funds have been distributed based on a programmatic assessment of institutional justification of funds for this purpose.

For 2002-2003, a total of \$10,901,798 was allocated to Virginia Tech for undergraduate and graduate financial assistance. For the 2003-2004 fiscal year, the University received an additional allocation of \$528,079 for undergraduate Virginians. Thus, a total of \$11,429,877 is anticipated to be available for state-supported student financial assistance in 2003-2004. The 2003 General Assembly included an amendment to the Governor's proposed budget for an incremental \$4,500,000 in need-based student financial aid for all of higher education. Virginia Tech expects to receive an allocation from these additional funds for Virginia undergraduate students. By July 15, 2003, the Director of the Department of Planning and Budget will submit a report on the distribution of these additional funds. When the additional allocation to Virginia Tech is known, the University will adjust the student financial assistance budget accordingly.

The recommended distribution of the \$11,429,877 appropriation for Scholarships and Fellowships in 2003-2004 is shown below.

I. \$11,000 for Soil Scientist Scholarships

These funds are appropriated by the General Assembly in support of up to 20 annual soil scientist scholarships. They provide University fees for Virginia residents majoring in agronomy. In return, recipients agree to work as soil scientists for the State of Virginia for a period equal to the number of years they received the scholarship.

II. \$307,500 for First-generation, Low-income, or Underrepresented Groups in Selected Disciplines

These funds are appropriated by the General Assembly for scholarships, internships, and graduate assistantships for "students from first-generation, low-income, or underrepresented groups in the

disciplines of the Colleges of Agriculture and Life Sciences, Natural Resources, Human Resources and Education, Veterinary Medicine, Arts and Sciences, and Architecture and Urban Studies.... Administration of the program shall reside in the College of Agriculture and Life Sciences. Students at Virginia State University may also participate in this program, under guidelines set forth through the College of Agriculture and Life Sciences.”

III. \$ 11,111,377 for Scholarships and Fellowships

1. \$2,184,552 for Graduate Fellowships

In 2002-2003, \$2,184,552 was approved for graduate fellowships. No additional funding was appropriated for this category in 2003-2004. Fellowship awards will be made to graduate students in amounts not to exceed the instructional fees to be paid by the student for the year in which the award is made. Not more than 50 percent of these funds will be awarded to persons not eligible to be classified as Virginia domiciliary resident students. Approximately 362 full-time equivalent fellowships can be awarded from this fund in 2003-2004.

2. \$ 8,926,825 for Undergraduate Scholarships

In 2002-2003, \$8,398,746 was approved for undergraduate scholarships. An increase of \$ 528,079 was appropriated for this category for 2003-2004. Scholarship awards will be made to Virginia domiciliary residents in amounts not to exceed total University tuition and fees depending on financial need and other sources of financial aid available. Approximately 2,111 full-time equivalent scholarships can be awarded from this fund in 2003-2004.

RECOMMENDATION:

That the recommended allocations for student financial assistance for the fiscal year 2003-2004 be approved.

**VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
HOTEL ROANOKE CONFERENCE CENTER COMMISSION BUDGET**

The Hotel Roanoke Conference Center Commission was established by resolutions adopted by Virginia Tech on November 18, 1991 and by the City Council of the City of Roanoke, Virginia on April 14, 1992, pursuant to Chapter 440 of the 1991 Acts of Assembly of the Commonwealth of Virginia, adopted March 20, 1991. Section 21 B of the enabling legislation provided that the Commission shall annually prepare and submit to both the City of Roanoke and Virginia Tech (the "Participating Parties") a proposed operating budget showing its estimated revenues and expenses on an accrual basis for the forthcoming fiscal year, and if such estimated expenses exceed such estimated revenues, the portion of the deficit proposed to be borne by each Participating Party.

The Commission has adopted and approved its operating budget for the fiscal year 2003-04. Virginia Tech and the City of Roanoke will make equal contributions of \$100,000 to the Commission for fiscal year 2003-04. The recommended budget is shown on the following page.

**HOTEL ROANOKE CONFERENCE CENTER COMMISSION
BUDGET
JULY 2003 - JUNE 2004**

Revenues

Transfer from Reserve	\$12,000
City of Roanoke	100,000
Virginia Tech	<u>100,000</u>
	\$212,000

Expenses

Personal Services for part-time director	\$ 50,000
Professional Fees – legal, accounting	150,000
Training and Development	2,000
Operations	<u>10,000</u>
	\$212,000

RECOMMENDATION:

That the budget for the Hotel Roanoke Conference Center Commission for 2003-04 be approved.

June 2, 2003

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
DORMITORY AND DINING HALL SYSTEM

2003-2004 Operating Budget

The resolution authorizing and securing the Dormitory and Dining Hall System revenue bonds requires the adoption of an annual budget by the Board of Visitors. The budget presentation to the Board of Visitors provides documentation that the revenues to be received during the fiscal year will be sufficient to meet the operating costs of the System, the principal and interest requirements, and usual expenses of maintenance, repair, and operation.

Subject to approval by the Board of Visitors, the annual budget will be filed with the State Treasurer and will be the basis for making payments from the revenue fund to meet the operating costs of the Dormitory and Dining Hall System during the fiscal year. In compliance with Section 5.5, Article V, of the resolution authorizing and securing the Dormitory and Dining Hall System revenue bonds, there is submitted herewith an estimate of the resources to be used for the operation of the Dormitory and Dining Hall System during the fiscal year July 1, 2003 to June 30, 2004 and a recommended budget of current expenses for the System for the same period.

<u>Estimated Resources</u>	<u>Dormitories</u>	<u>Dining Halls</u>	<u>Total</u>
Student Fees	\$15,812,476	\$21,324,018	\$37,136,494
Other Income	2,678,384	5,167,050	7,845,434
Reserve Drawdown	0	673,644	673,644
Total Resources	<u>\$18,490,860</u>	<u>\$27,164,712</u>	<u>\$45,655,572</u>
 <u>Current Expenses</u>			
Personal Services	\$5,868,458	\$10,672,240	\$16,540,698
Operations	5,407,814	11,545,408	16,953,222
Administrative Charges	644,030	1,271,899	1,915,929
Contingencies	170,000	260,000	430,000
Maintenance Reserve	1,032,441	538,639	1,571,080
Debt Service	4,716,750	1,222,186	5,938,936
One-Time Projects	651,367	1,654,340	2,305,707
Total Expenses	<u>\$18,490,860</u>	<u>\$27,164,712</u>	<u>\$45,655,572</u>

I certify that in my opinion the estimates of revenues and current expenses for the period July 1, 2003 to June 30, 2004 represent an accurate estimate of the income to be received and current expenses of operating the Dormitory and Dining Hall System for the fiscal year.


Winnis E. Ridenour,
Executive Vice President and
Chief Operating Officer

ANNUAL INSPECTION AND RECOMMENDATIONS CONCERNING DORMITORY AND DINING HALL SYSTEM

Section 5.4, Article V, of the resolution authorizing and securing the Dormitory and Dining Hall System revenue bonds requires that an inspection be made of the System at least once each year and a report and recommendation be submitted to the Board of Visitors.

An inspection has been made of the System and it is my opinion that the System has been maintained in good repair, working order, and condition. The following recommendations are made for the fiscal year July 1, 2003 to June 30, 2004:

- 1 That the necessary minor repairs be made to all equipment and buildings in the System. Funds have been included in the annual budget of current expenses to cover the cost of these items.
2. That the State's all-risk policy which provides protection from loss by fire, lightning, wind, hail, explosion, theft, vandalism, malicious mischief, and other extended coverage be continued. This provides \$500,000,000 coverage for any one occurrence, without any coinsurance and with an effective deductible of \$250.
3. That \$3,000,000 be maintained in the Surplus Fund for the purpose set forth in Sections 5.4 and 5.5, Article V, of the resolution.
4. That fees, rents, and charges for the next fiscal year are sufficient for the purpose set forth in Section 5.1, Article V, of the resolution.



Morris E. Ridenour,
Executive Vice President and
Chief Operating Officer

RECOMMENDATION:

That the recommended budget for the fiscal year July 1, 2003 to June 30, 2004 for the operation of the Dormitory and Dining Hall System and the report of the Annual Inspection be approved.

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

ELECTRIC SERVICE SYSTEM

2003-2004 Operating Budget

The resolution authorizing and securing the Electric Service System revenue bonds requires the adoption of an annual budget by the Board of Visitors. The budget presentation to the Board of Visitors provides documentation that the revenues to be received during the fiscal year will be sufficient to meet the operating costs of the System, the principal and interest requirements, and usual expenses of maintenance, repair, and operation.

Subject to approval by the Board of Visitors, the annual budget will be filed with the State Treasurer and will be the basis for making payments from the revenue fund to meet the operating costs of the Electric Service System during the fiscal year. In compliance with Section 5.5, Article V, of the resolution authorizing and securing the Electric Service System revenue bonds, there is submitted herewith an estimate of the resources to be used for the operation of the Electric Service System during the fiscal year July 1, 2003 to June 30, 2004 and a recommended budget of current expenses for the System for the same period.

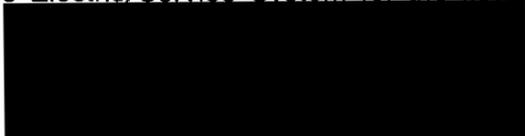
Estimated Revenues

Sales to University Departments	\$ 8,082,240
All Other Sales	6,748,254
Investment Income	190,000
Reserve Drawdown	<u>325,000</u>
Total Revenues	\$15,345,494

Current Expenses

Personal Services	\$ 1,676,753
Purchase of Electricity	9,785,872
Town of Blacksburg Tax	250,000
Unrelated Business Income Tax	146,000
Other Operating Expenditures	1,485,733
Capital Maintenance Reserve Projects	350,000
Maintenance, Repairs and Equipment Replacement	475,152
Contingency	114,886
Debt Service	728,206
One-Time Projects	<u>332,892</u>
Total Expenses	\$15,345,494

I certify that in my opinion the estimates of revenues and current expenses for the period July 1, 2003 to June 30, 2004 represent an accurate estimate of the income to be received and current expenses of operating the Electric Service System for the fiscal year.

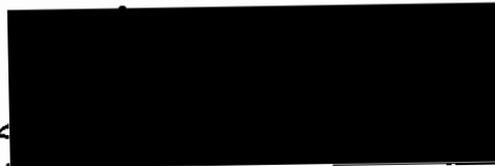

Minnis E. Fidenour,
Executive Vice President and
Chief Operating Officer

ANNUAL INSPECTION AND RECOMMENDATIONS CONCERNING ELECTRIC SERVICE SYSTEM

Section 5.4, Article V, of the resolution authorizing and securing the Electric Service System revenue bonds requires that an inspection be made of the System at least once each year and a report and recommendation be submitted to the Board of Visitors.

An inspection has been made of the System and it is my opinion that the System has been maintained in good repair, working order, and condition. The following recommendations are made for the fiscal year July 1, 2003 to June 30, 2004:

1. That the necessary minor repairs be made to all equipment and buildings in the System. Funds have been included in the annual budget of current expenses to cover the cost of these items.
2. That the State's all-risk policy which provides protection from loss by fire, lightning, wind, hail, explosion, theft, vandalism, malicious mischief, and other extended coverage be continued. This provides \$500,000,000 coverage for any one occurrence, without any coinsurance and with an effective deductible of \$250.
3. That rates and charges for the next fiscal year are sufficient for the purpose set forth in Section 5.1, Article V, of the resolution.



Minnis E. Ridenour,
Executive Vice President and
Chief Operating Officer

RECOMMENDATION:

That the recommended budget for the fiscal year July 1, 2003 to June 30, 2004 for the operation of the Electric Service System and the report of the Annual Inspection be approved.

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

UNIVERSITY SERVICES SYSTEM

2003-2004 Operating Budget

The resolution authorizing and securing the University Services System revenue bonds requires the adoption of an annual budget by the Board of Visitors. The budget presentation to the Board of Visitors provides documentation that the revenues to be received during the fiscal year will be sufficient to meet the operating costs of the System, the principal and interest requirements, and usual expenses of maintenance, repair, and operation.

Subject to approval by the Board of Visitors, the annual budget will be filed with the State Treasurer and will be the basis for making payments from the revenue fund to meet the operating costs of the University Services System during the fiscal year. In compliance with Section 5.5, Article V, of the resolution authorizing and securing the University Services System revenue bonds, there is submitted herewith an estimate of the resources to be used for the operation of the University Services System during the fiscal year July 1, 2003 to June 30, 2004 and a recommended budget of current expenses for the System for the same period.

Estimated Revenues

Student Fees	\$ 14,244,978
Sales and Services	2,205,074
Other Income	621,032
Reserve Drawdown	<u>1,194,464</u>
Total Revenues	\$18,265,548

Current Expenses

Personal Services	\$ 8,877,140
Operating Expenditures	3,178,774
Maintenance, Repairs and Equipment Replacement	196,871
Student Organization Allocation	1,075,131
One-Time Projects	803,752
Contingencies	180,000
Debt Service	<u>3,953,880</u>
Total Expenses	\$18,265,548

I certify that in my opinion the estimates of revenues and current expenses for the period July 1, 2003 to June 30, 2004 represent an accurate estimate of the income to be received and current expenses of operating the University Services System for the fiscal year.

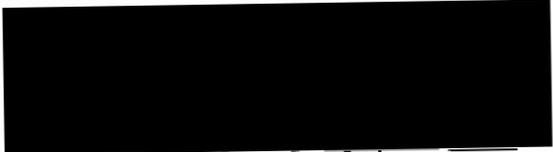

Minnis E. Ridenour,
Executive Vice President and
Chief Operating Officer

ANNUAL INSPECTION AND RECOMMENDATIONS CONCERNING UNIVERSITY SERVICES SYSTEM

Article V, Section 5.4, of the resolution authorizing and securing the University Services System revenue bonds requires that an inspection be made of the System at least once each year and a report and recommendation be submitted to the Board of Visitors.

An inspection has been made of the System and it is my opinion that the System has been maintained in good repair, working order, and condition. The following recommendations are made for the fiscal year July 1, 2003 to June 30, 2004:

- 1 That the necessary minor repairs be made to all equipment and buildings in the System. Funds have been included in the annual budget of current expenses to cover the cost of these items.
2. That the State's all-risk policy which provides protection from loss by fire, lightning, wind, hail, explosion, theft, vandalism, malicious mischief, and other extended coverage be continued. This provides \$500,000,000 coverage for any one occurrence, without any coinsurance and with an effective deductible of \$250.
3. That rates and charges for the next fiscal year are sufficient for the purpose set forth in Section 5.1, Article V, of the resolution.



Minhis E. Ridenour,
Executive Vice President and
Chief Operating Officer

RECOMMENDATION:

That the recommended budget for the fiscal year July 1, 2003 to June 30, 2004 for the operation of the University Services System and the report of the Annual Inspection be approved.

2003-2004 FACULTY COMPENSATION PLAN

VIRGINIA TECH

Each year the Secretary of Education issues the “Consolidated Salary Authorization for Faculty Positions in Institutions of Higher Education.” This document contains the authorized salary average for full-time teaching and research faculty positions, defines the qualification criteria for teaching and research faculty and administrative and professional faculty, and requires a board-approved faculty compensation plan. In accordance with the most recent Consolidated Salary Authorization, the 2003-2004 faculty compensation plan provides information about (1) the promotion and tenure process, (2) the annual evaluation and salary adjustment process for teaching and research faculty, administrative and professional faculty, and special research faculty, (3) salary adjustments within the evaluation period, and (4) the 2003-2004 pay structure.

Authorized Salary Average

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

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

The authorized salary average for 2002-2003 for Virginia Tech is \$72,759 (the authorized salary average has remained at this level since 2000-2001). This places Virginia Tech at the 28th percentile of its peer group for 2002-2003. Because the General Assembly provided funding for an average increase of 2.25 percent in 2003-2004, the authorized salary average is expected to increase to \$74,396. Attachment A provides a list of the University’s peer group and the comparative salary averages for 2002-2003.

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

2003-2004 Pay Structure

In compliance with directives in the Consolidated Salary Authorization, a pay structure for the teaching and research faculty for 2003-2004 is presented. This plan is derived from the 2002-2003 approved plan and shows the normal entrance rate for each faculty category and the change from the approved compensation rate for each rank. Because the merit increases for faculty will not be awarded until November 25, 2003, two salary levels are provided. The salary levels and changes recommended for the 2003-2004 teaching and research faculty pay structure are presented on Attachment B.

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

Promotion, Tenure, and Continued Appointment

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

Each candidate for promotion or tenure will be evaluated in the light of the triple mission of the University: instruction, research, and outreach (public service or extension). Although not all candidates can be expected to have equal levels of commitment or equal responsibilities in each of these missions, a high level of general competence is expected, in recognition of the need for flexibility in the future establishment of priorities in academic programs. Beyond that basic foundation of competence, decisions related to tenure and/or promotion to associate professor will be significantly influenced by signs of genuine excellence in one or two areas.

The university's mission and commitment as a major research institution requires high accomplishment for promotion to professor. Faculty members must demonstrate excellence in two of the three aspects of the university's mission, one of which must be research, scholarship or creative achievement broadly defined as appropriate for the various disciplines, and reflecting the faculty member's

assignment. Promotion to the rank of professor is contingent upon national or international recognition as an outstanding scholar and educator.

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

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

The following raises are recommended for promotions to:

Professor	\$3,500
Associate Professor	2,500
Assistant Professor	2,000

There are three ranks for extension agents – Associate Extension Agent, Extension Agent, and Senior Extension Agent. Criteria for promotion in rank include educational preparation, performance, and professionalism. The Director of Cooperative Extension makes a recommendation to the Provost based on an evaluation of the candidate's dossier and recommendations of the Peer Review Committees, District Director, and Associate Directors of Cooperative Extension.

The following raises are recommended for promotions within Cooperative Extension:

Senior Agent	\$2,500
Agent	2,000

At the spring meeting each year, the University will submit to the Board of Visitors a report of recommended promotion, tenure, and continued appointment actions for review and approval.

Annual Evaluation and Salary Adjustments

Teaching and Research Faculty

An evaluation of every faculty member's professional performance is held each year. All persons holding non-temporary faculty appointments are asked to prepare a report at the end of each academic year (or other appropriate 12-month period) citing their instructional activities, creative scholarship, and other professional activities and recognitions during the year. Reviewed by the department head or

chair and the dean, these annual reports become part of the basis for salary adjustments and also become part of the dossiers for promotion and tenure evaluation by faculty committees.

Salary adjustments are based on merit; they are not automatic. Recommendations for salary adjustments originate with the department head or chair and are reviewed by the dean. At the university level, the dean reviews the salary adjustment recommendations at a formal salary hearing with the President, the Provost, and the Executive Vice President.

Administrative and Professional Faculty

Administrative faculty perform work directly related to management of the activities of the institution, department, or unit. Professional faculty positions are normally limited to librarians, counselors, extension agents, coaches, physicians, and other professional positions serving education, public service, research, athletic, medical, student affairs, and development functions or activities.

Evaluations are based upon standards set by the supervisor with the participation of the faculty member and relate closely to the duties inherent in the functional title and job description of the position. Annually set expectations become one of the important criteria for judging professional job performance in the subsequent year. In addition to maintaining a high level of performance in carrying out their job-related duties and responsibilities, administrative and professional faculty members are expected to participate in and provide leadership of departmental, divisional, or university-wide committees, special university-wide assignments, or similar activity on behalf of important university priorities.

Salary adjustments are based on merit; they are not automatic. Recommendations for salary adjustments originate with the supervisor and are reviewed as appropriate by the department head, dean, vice provost, and vice president. At the university level, the dean, vice provost, or vice president reviews the salary adjustment recommendations at a formal salary hearing with the President, the Provost, and the Executive Vice President.

Special Research Faculty

Special research faculty are those with the titles of research associate, senior research associate, postdoctoral associate, research scientist, senior research scientist, research assistant professor, research associate professor, research professor, project associate, senior project associate, or project director. Special research faculty appointments are intended to promote and expedite the research activities of the University. Tenure cannot be earned in these ranks and service is not applicable toward probationary faculty service.

Each special research faculty member is evaluated and given a merit adjustment on the same schedule for evaluations and raise recommendations as the other faculty

groups. Salary adjustments are based on merit; they are not automatic. An annual performance review by the principal investigator and/or department head becomes part of the basis for salary adjustments. Recommendations for salary adjustments originate with the supervisor (usually the principal investigator or the department head or chair) and are reviewed as appropriate by the department head or chair, dean, and vice provost. At the university level, the dean or vice provost reviews the salary adjustment recommendations at a formal salary hearing with the President, the Provost, and the Executive Vice President.

Other Salary Adjustments

Faculty salary adjustments are normally reviewed and approved by the Board of Visitors in two phases: adjustments for promotion are recommended at the spring meeting and adjustments based on performance are recommended at the fall meeting. In addition to this process, it is sometimes necessary to adjust the salaries of specific faculty members at other times during the fiscal year. These adjustments are primarily for merit increases upon the hiring anniversary dates for restricted positions, for changes in duties and responsibilities, for special temporary assignments, for retention or other exceptional needs, and for faculty selected for a different position as part of a search. The President, Provost, and Executive Vice President are authorized to administer the faculty compensation plan during the year and act upon requests for salary adjustments. The President has issued a set of guidelines establishing the parameters for approval of special salary adjustments. All salary changes established through this process will be submitted for ratification to the Board of Visitors on a quarterly basis in the Personnel Changes Report.

Implementation of the 2003-2004 Merit Review and Compensation Process

The General Assembly provided funding for 2003-2004 for an average increase of 2.25 percent for instructional faculty and administrative and professional faculty. The University will conduct the salary merit process for continuing faculty based on the overall 2003-2004 salary increase provided by the state along with possible modifications of the allocations as described below.

To implement the 2003-2004 merit review and compensation program, the Budget Office will develop salary pools for each academic and administrative area, based upon the existing faculty salary allocations. While making salary decisions based on merit as described in this plan, the vice presidents and deans are expected to balance the overall salary recommendations within the pools provided to them.

The University may also elect to alter the percentage increases provided by the state to achieve certain salary compensation needs. For example, in some years the University has allocated additional funds to address issues such as salary compression and equity needs. For 2003-2004, such changes are likely to result from one or more of the following processes:

- The University provides the vice presidents and deans the flexibility to use savings from vacant positions to make special salary adjustments beyond the capacity of their budget pools upon justification that situations within their units require different total allocations. The total of such incremental allocations is expected to be within a minor range of their salary pools, e.g., one to five tenths of one percent, and is subject to approval by the President during the salary hearings.
- The University establishes a higher average percentage increase than is funded through the state in order to achieve compliance with the consolidated salary authorization. Turnover of faculty can create situations in which the year-to-year change in total average salary is lower than expected; an adjustment in the overall percentage increase for continuing faculty can offset this situation.
- The University establishes a special pool of funds to address salary inequity and retention issues for specific faculty resulting from the lack of base salary increases over the last two years. If implemented, the funding will only be used to make adjustments based on evaluations of specific circumstances surrounding individual faculty members. As such, these adjustments would not be available to all faculty.
- The President may use a special pool of funds to adjust individual salary recommendations made by the vice presidents and deans when he determines that a different adjustment is warranted.

RECOMMENDATION:

That the proposed 2003-2004 Faculty Compensation Plan for Teaching and Research, Administrative and Professional, and Special Research Faculty be approved.

VIRGINIA TECH

2002-03 Fiscal Year

<u>Institution</u>	Average Salary	Rank
California, University of (Berkeley)	\$98,600	1
Cornell University (Endowed)	94,700	2
Rutgers University (New Brunswick)	84,800	3
Southern California, University of	84,200	4
Michigan, University of (Ann Arbor)	83,900	5
Wisconsin, University of (Madison)	83,100	6
Maryland, College Park, University of	82,900	7
Illinois at Urbana, University of	81,400	8
Iowa, University of	80,000	9
Ohio State University	78,800	10
SUNY at Buffalo	77,700	11
Michigan State University	77,500	12
Texas at Austin, University of	76,500	13
Pittsburgh, University of (Main Campus)	74,700	14
Arizona, University of	74,600	15
Colorado State University	74,600	16
Colorado, University of (Boulder)	74,400	17
Purdue University	73,200	18
Virginia Tech	72,759	19
North Carolina State University	72,100	20
Pennsylvania State University	71,000	21
Texas A&M University, Main Campus	70,000	22
Iowa State University	69,500	23
Tennessee at Knoxville, University of	66,100	24
Missouri, University of (Columbia)	60,700	25
Virginia Tech's Percentile Ranking	28 th	

2003-2004 Pay Structure

Virginia Tech

July 1 through November 24, 2003

	<u>9-Month Faculty</u>		<u>12-Month Faculty</u>		<u>Distribution Approximate % of Total Faculty By Rank</u>
	<u>Entrance</u>	<u>Change</u>	<u>Entrance</u>	<u>Change</u>	
Professor	\$64,186	--	\$78,284	--	39%
Assoc Professor	49,091	--	59,485	--	30%
Asst Professor	40,611	--	49,399	--	20%
Instructor	28,463	--	37,033	--	11%

November 25, 2003 through June 30, 2004

	<u>9-Month Faculty</u>		<u>12-Month Faculty</u>		<u>Distribution Approximate % of Total Faculty By Rank</u>
	<u>Entrance</u>	<u>Change</u>	<u>Entrance</u>	<u>Change</u>	
Professor	\$65,630	\$1,444	\$80,045	\$1,761	39%
Assoc Professor	50,196	1,105	60,823	1,338	30%
Asst Professor	41,525	914	50,510	1,111	20%
Instructor	29,103	640	37,866	833	11%

**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 appointment 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 appoints the following as commissioners:

- Executive Vice President and Chief Operating Officer, June 30, 2005
Virginia Tech
- Executive Vice President and Secretary -Treasurer of the June 30, 2004
Virginia Tech Foundation
- Vice Provost for Outreach and International Affairs, June 30, 2006
Virginia Tech

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

RECOMMENDATION

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

June 2, 2003

2003-2004 PRATT FUND BUDGET PROPOSAL

Pursuant to the spending policy adopted for the Pratt Estate Fund, it is anticipated that additional income of \$1,937,000 will be available for expenditure in FY 2003-2004. Targets of \$936,000 and \$1,001,000 were given respectively to the College of Engineering and to the Animal Nutrition Programs. For the College of Engineering, \$104,000 will be allocated for a partial repayment of amounts previously severed from principal.

College of Engineering

Source of Funds:

Endowment Income	\$832,000
Carryover (estimated)	<u>0</u>
Total Regular Resources	<u>\$832,000</u>

Proposed Expenditures:

Undergraduate Scholarships	400,000
Undergraduate Study Abroad Scholarships	25,000
Graduate Fellowships	332,000
Graduate Recruitment Programs	<u>75,000</u>
Total Proposed Expenditures	<u>\$832,000</u>

Animal Nutrition

Source of Funds:

Endowment Income	\$1,001,000
Carryover (estimated)	<u>500,000</u>
Total Resources	<u>\$1,501,000</u>

Proposed Expenditures:

Ph.D. and M.S. Fellowship Program	\$483,494
Undergraduate Program Scholarships and Research	150,150
Visiting Scholars and Seminars	10,000
Equipment Purchases and Maintenance	524,690
Nutrition Technicians	75,793
Miscellaneous Administrative and Publication Costs	6,000
Special Equipment Fund	<u>250,873</u>
Total Proposed Expenditures	<u>\$1,501,000</u>

RECOMMENDATION:

That the proposed 2003-2004 allocation and use of Pratt Funds be approved.

June 2, 2003

CAPITAL OUTLAY PLAN FOR 2004-2010**As of May 16, 2003**

At its March meeting, the Board of Visitors considered a recommendation that a list of potential projects for inclusion in the 2004-2010 Capital Outlay Plan be approved and that the University be authorized to develop and submit a final Plan to the state, in accordance with future guidance from the state and based on the projects in the approved list. The recommendation was approved and the University has proceeded accordingly.

On April 21, 2003, the state issued instructions for the preparation and submission of the 2004-2010 Capital Outlay Plan and budget requests. The deadline for submission of the Six Year Plan, Maintenance Reserve request, and Capital Lease request is May 23, 2003. The University will prepare and submit these items in accordance with the instructions and deadline.

The state will review the Capital Outlay Plan and on June 9, 2003 will authorize the University to submit a full budget request for a specified subset of projects in the first biennium. The budget requests are due on July 9, 2003 to the Department of Planning and Budget. The Governor is then scheduled to submit his Capital Improvement Plan to the General Assembly on November 1, 2003.

The state's instructions include several references to the constrained level of capital funding for the 2004-2006 budget because of the existing \$1.7 billion of capital funding included in the Governor's Capital Implementation Plan that covers 310 projects over a seven year period. The instructions indicate that funding may be limited to emergencies or increased costs to projects in the state's current Capital Improvement Plan. Thus, the state intends to review and consider only a limited number of projects for the upcoming budget cycle.

In response to the state's guidance that relatively few capital projects will receive state funding in the 2004-2006 budget, the University has positioned the majority of its state funded projects in the second and third biennia of the plan when state funds are more likely to be available. A limited number of state funded projects remain in the first biennium. These 2004-2006 projects reflect the critical need for renovations, new space, and infrastructure improvements in selected areas not addressed in the approved bond projects.

The projects and their arrangement on the 2004-2010 plan are consistent with the programmatic needs established for the planning period and with the strategic plan of the University, and they position the University with options to respond to various funding abilities of the state in the future.

The list of capital projects for the 2004-2010 plan is outlined by biennium on Schedules 1, 2, and 3. A brief description of each capital project proposed for funding in the 2004-2006 biennium follows.

University Division

1. Maintenance Reserve

Since 1982, the Commonwealth has allocated funds for preserving state-owned facilities. The Executive and Legislative Branches have mandated that maintenance reserve requests be the first priority in all capital outlay requests. Individual projects to repair and maintain plant, property, or equipment are identified in the umbrella project request. These projects include roof repair or replacement, elevator repair and maintenance, repairs to air-handling systems, heating systems, storm sewers, and water and sewer systems.

2. Renovation/Addition of Davidson Hall

This request is to renovate the entire building and includes razing and replacing the center section with modern classroom and class laboratory space.

3. Newman Library Addition

This project will install a multi-story enclosed volume management system including robotically controlled, high-density book storage and retrieval. This will in turn release space currently occupied by stacks that may be used for programmatic activities for all students.

4. Planning: Southwest Campus Heating/Cooling System

This request is to investigate options and to plan needed utility systems to support future development of the west area of campus, the south area of the existing Agriculture Quad, and potential future development of the golf course. The University's existing utility systems do not have sufficient capacity to support further development of the southwest portion of campus and a utilities plan for future expansion is needed.

5. Health, Safety, and Accessibility

This comprehensive project addresses health and safety issues throughout campus, such as fire alarm systems for existing buildings, air quality, access for persons with disabilities, and waste handling.

6. Capital Lease: Critical Technologies Research Facility

This item is to request a capital lease authorization for a facility that the Virginia Tech Foundation (VTF) would build on the lot known as the Heavener property now owned by the VTF. The Virginia Tech Foundation will finance and manage the planning and construction of the building with a lease to the University; ownership of the land and building would transfer to the University at the end of the lease.

7. Major Residence and Dining System Improvements

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.

8. Transit Center

The University is exploring transportation options for the campus including a cooperative project with the federal government that could provide funding for a significant portion of the costs of a new facility.

9. Boiler Pollution Controls

Several older boilers currently operate within their original emission standards as allowed by law. This request is to bring the boilers into compliance with current emission standards.

Cooperative Extension/Agriculture Experiment Station Division

1. Kentland Renovations/Addition

This project will renovate the 13,000 gross square feet of existing facilities and expand the facility area by adding about 37,000 gross square feet of classroom, laboratory, office, and equipment repair shop space.

Recommendation: That the proposed Capital Outlay Plan for 2004-2010 be approved.

VIRGINIA TECH
CAPITAL OUTLAY PLAN FOR 2004-2010
FIRST BIENNIUM -- 2004-2006

Schedule 1 of 3

as of May 16, 2003

Estimated Costs in Thousands

		<u>General Funds</u>	<u>Nongeneral Funds</u>	<u>Total</u>
UNIVERSITY DIVISION (208)				
1	Maintenance Reserve	\$ 24,633	\$ 8,000	\$ 32,633
2	Renovation/Addition of Davidson Hall	30,000	0	30,000
3	Newman Library Addition	7,000	0	7,000
4	Planning: Southwest Campus Heating/Cooling System	2,250	0	2,250
5	Health, Safety, Accessibility	2,500	0	2,500
6	Capital Lease: Critical Technologies Research Facility	14,000	14,000	28,000
7	Major Residence and Dining Hall Improvements	0	4,000	4,000
8	Transit Center	0	9,965	9,965
9	Boiler Pollution Controls	3,850	2,000	5,850
	TOTAL	<u>84,233</u>	<u>37,965</u>	<u>122,198</u>
COOPERATIVE EXTENSION/AGRICULTURE EXPERIMENT STATION DIVISION (229)				
1	Kentland Renovations/Addition	<u>7,412</u>	<u>0</u>	<u>7,412</u>
	TOTAL	<u>7,412</u>	<u>0</u>	<u>7,412</u>
	BIENNIUM TOTAL	<u>\$ 91,645</u>	<u>\$ 37,965</u>	<u>\$ 129,610</u>

VIRGINIA TECH
CAPITAL OUTLAY PLAN FOR 2004-2010
SECOND BIENNIUM -- 2006-2008

Schedule 2 of 3

as of May 16, 2003

Estimated Costs in Thousands

		<u>General Funds</u>	<u>Nongeneral Funds</u>	<u>Total</u>
UNIVERSITY DIVISION (208)				
1	Maintenance Reserve	\$ 26,357	\$ 8,000	\$ 34,357
2	Renovation of Derring Hall	34,689	0	34,689
3	Renovation of Robeson Hall	10,000	0	10,000
4	Mathematics Instruction Facility	15,000	0	15,000
5	Conversion of Thomas Hall	6,900	0	6,900
6	Hahn Hall Exhaust Fan Replacement	2,100	0	2,100
7	Renovation of Femoyer Hall	5,400	0	5,400
8	Southwest Campus Heating/Cooling System	24,500	0	24,500
9	Conversion of DBHCC	5,727	692	6,419
10	Renovation of Price Hall	13,500	0	13,500
11	Renovation of Performing Arts Building	3,000	0	3,000
12	Newman Library Renovations	6,000	0	6,000
13	Life Sciences Research Facility	31,071	31,071	62,142
14	Computational Sciences Instructional Facility	20,197	0	20,197
15	Veterinary Medicine Addition	4,828	3,000	7,828
16	Swing Space Project	0	8,118	8,118
17	Property Acquisition	0	20,000	20,000
18	Architecture Research Facility, Phase III	0	6,000	6,000
19	Communications Network Warehouse	0	3,000	3,000
20	Major Residence and Dining Hall Improvements	0	4,000	4,000
21	Field House	0	10,000	10,000
	TOTAL	209,269	93,881	303,150
COOPERATIVE EXTENSION/AGRICULTURE EXPERIMENT STATION DIVISION (229)				
1	Food Processing Pilot Plant	8,874	0	8,874
	TOTAL	8,874	0	8,874
	BIENNIUM TOTAL	<u>\$ 218,143</u>	<u>\$ 93,881</u>	<u>\$ 312,024</u>

VIRGINIA TECH
CAPITAL OUTLAY PLAN FOR 2004-2010
THIRD BIENNIUM -- 2008-2010

Schedule 3 of 3

as of May 16, 2003

Estimated Costs in Thousands

		<u>General Funds</u>	<u>Nongeneral Funds</u>	<u>Total</u>
UNIVERSITY DIVISION (208)				
1	Maintenance Reserve	\$ 28,202	\$ 8,000	\$ 36,202
2	Classroom Infrastructure Improvements, Phase II	8,330	0	8,330
3	Addition to Wallace Hall	22,300	0	22,300
4	Renovation/Addition of Lane Hall	9,700	0	9,700
5	Renovation of Sandy Hall	3,500	0	3,500
6	Renovation of Randolph Hall	32,490	0	32,490
7	Renovation/Addition of Holden Hall	28,894	0	28,894
8	Renovation of Patton Hall	12,063	0	12,063
9	Renovation of Hutcheson/Smyth	22,053	0	22,053
10	Renovation of McBryde Hall	7,000	0	7,000
11	Critical Technologies Research Facility	20,000	20,000	40,000
12	Large Animal Teaching Facility	1,875	1,125	3,000
13	Renovation of Military Building	5,000	0	5,000
14	Major Residence and Dining Hall Improvements	0	4,000	4,000
15	Cassell Coliseum Upgrades	0	8,146	8,146
	TOTAL	<u>201,407</u>	<u>41,271</u>	<u>242,678</u>
COOPERATIVE EXTENSION/AGRICULTURE EXPERIMENT STATION DIVISION (229)				
	TOTAL	<u>0</u>	<u>0</u>	<u>0</u>
	BIENNIUM TOTAL	<u>\$ 201,407</u>	<u>\$ 41,271</u>	<u>\$ 242,678</u>
	TOTAL OF 2004-2010 PLAN	<u>\$ 502,321</u>	<u>\$ 173,117</u>	<u>\$ 675,438</u>

MINUTES
*(Revised 8/25/03)**

STUDENT AFFAIRS COMMITTEE OF THE BOARD OF VISITORS

Conference Room C
Donaldson Brown Hotel and Conference Center
9:00 a.m.
June 2, 2003

Present: Mr. T. Rodman Layman, Chair
Mr. Brian Montgomery
Mr. Bruce Holland

Absent: Mr. Bruce Smith

Visitors: Maj. Gen. Jerrold Allen, Mr. Allan Bradley, Ms. Nicki Cantrell, Dr. Benjamin Dixon, Mr. Mike Goforth, Mr. Tim Hall, Mr. Mark Hunter, Mr. Jon Jaudon, Dr. Clarresa Morton, Dr. Dave Ostroth, Ms. Donna Cassell Ratcliffe, Ms. Donna Sanzenbach, Dr. Edward Spencer, Ms. Melinda Vann, Ms. Kimberly Ware, Dr. Brian Warren, Mr. Doug Yates

1. Opening remarks

Mr. T. Rodman Layman, Chair, provided opening remarks and asked those present to introduce themselves.

2. Resolution for the Virginia Tech Athletic Department Revised Substance Abuse Policy

Mr. Jon Jaudon, Associate Athletic Director for Administration, presented a resolution concerning proposed revisions to the Athletic Department Substance Abuse Policy. After reviewing the results from the first two years of the Athletic Department's new drug testing program, the Athletic Department Substance Abuse Committee recommended modifications to the policy. Mr. Jaudon outlined the revisions pertaining to Phase 1 Recommended Guidelines and Self-Report Referrals and discussed the rationale behind them.

Following discussion by the committee, a motion was made and seconded to forward the resolution to the full board for review and action. The motion passed unanimously.

* Added material in italics.

3. Overview of Military Affairs

Major General Jerry Allen, Commandant of Cadets, presented an update on the Virginia Tech Corps of Cadets. The Corps started the year with 724 cadets, the largest number in 30 years. They expect a 25 percent increase in this fall's freshman class. They have had 257 freshmen for the last two years; this fall they expect over 300 freshmen. Growth is attributed to improvements in recruiting and retention, largely due to the Emerging Leader Scholarship and continuous improvements in the leader development curriculum. Upon graduation, 80 percent are commissioned as officers in the armed forces. For comparison, Virginia Tech commissioned 100 officers this year, while VMI commissioned 77. Women comprise 20 percent of Corps membership and they excel in key leadership positions. Academic success is the Corps' top priority. Cadet academic performance for 2002–2003 was the best on record.

4. Presentation on Career Services

Dr. Donna Cassell Ratcliffe, Director of Career Services, along with Ms. Kimberly Ware and Mr. Mark Hunter, Associate Directors, provided an overview of the department's programs and services. Their presentation highlighted the broad scope of Career Services' operations, which are designed to help students make decisions about careers and majors, gain career-related work experience, and develop and pursue plans for post-graduation employment and graduate school. The presenters emphasized the value of the unit's experienced and well-trained staff and of the collaborative relationships they develop within the University and beyond. Hiring trends for co-op/internship and post-graduation employment were noted. The presentation concluded with a review of Career Services' significant investments in information technology and of the resulting benefits.

5. Presentation on University Unions and Student Activities

Dr. Clarresa Morton, Director of University Unions; Ms. Nicki Cantrell, Director of Student Activities; and Ms. Melinda Vann, Director of Administration and Business Services presented an overview of University Unions and Student Activities (UUSA). UUSA is a collaborative unit, funded through Student Activity Fees, which enhances the quality of campus life and promotes co-curricular student learning. UUSA manages Squires Student Center, the G. Burke Johnston Student Center, and the War Memorial Chapel. These facilities provide community-building programs, space for student and university meetings, and cultural centers which help welcome diverse members to the university community. Student Activities staff work actively with student groups to promote educational, cultural, recreational, and social events for the entire university community. UUSA also provides leadership development programs, advises the major student governance organizations, and offers production support for

university programs across the campus. Like other Student Affairs units, UUSA has assessed the learning outcomes of many departmental programs and has verified the significant contributions these programs make to the academic success, skill development and institutional loyalty of the involved students. *Ms. Melinda Vann provided details on the number of tickets sold for Student Activities events during the previous year. The total dollar amount was \$337,916.50 for 69,306 tickets sold, making the average ticket price \$4.87½.*

6. Adjournment

There being no further business, the meeting adjourned at 11:45 a.m.

**RESOLUTION FOR THE VIRGINIA TECH ATHLETIC DEPARTMENT
REVISED SUBSTANCE ABUSE POLICY**

WHEREAS, the Virginia Tech Athletic Department has completed its annual review of its Substance Abuse Policy; and,

WHEREAS, the Virginia Tech Athletic Department desires to revise its Substance Abuse Policy; and,

WHEREAS, the revised policy has been reviewed and approved by the Athletic Director and the Office of the University General Council;

THEREFORE, be it resolved that the Virginia Tech Athletic Department requests action and approval of this revised program for immediate implementation.

RECOMMENDATION:

That the revised Substance Abuse Policy for the Athletic Department be approved and implemented immediately.

I. NCAA Drug Testing Program*

The NCAA requires student-athletes competing in NCAA championships to be drug-free. Effective since August 1, 1990, a student-athlete who is found to have utilized a drug from the NCAA Banned Drug List is to be declared ineligible for all regular season and postseason competition through the time period ending one calendar year after the positive drug test. Also, effective since August 1, 1990, testing for steroid use has been conducted on a year-round basis.

The NCAA drug-testing program involves urine collection on specific occasions (usually, NCAA championships, on-campus previous to football bowl games, or on other occasions for selected football and track athletes). The urine samples undergo laboratory analyses for substances on a list of banned drug classes developed by the NCAA Executive Committee (Appendix A). This list consists of substances generally purported to be performance enhancing and/or potentially harmful to the health and safety of the student-athlete. The drug classes specifically include stimulants (such as amphetamines and cocaine) and anabolic steroids, as well as other drugs.

A consent form, prescribed by the NCAA Management Council, is administered individually to student-athletes each academic year at the time that the squad first meets. Failure to sign the consent form shall result in the student-athlete's ineligibility for practice or competition. The consent form is kept on file in the Compliance Office for the Director of Athletics. Detailed information on the NCAA Drug Testing Program is on file in the office of the Director of Athletic Training.

II. Virginia Tech Athletic Department Drug Testing Program

Virginia Tech and the Department of Athletics believe that alcohol and drugs have no place in intercollegiate athletics participation. The Department of Athletics has developed the Substance Abuse Program, which is designed to promote the physical and mental health of its student-athletes while protecting their individual rights to privacy. The program is administered by the Substance Abuse Committee, which is composed of representatives from the Cook Counseling Center and Athletic Department personnel.

The comprehensive program consists of random testing as well as for improper drug use on the basis of reasonable suspicion or in response to a voluntary request from a student-athlete or a request by the coach. In addition, the program emphasizes education and preventative programs and counseling.

The policies and procedures for the testing are reviewed and revised yearly by the Substance Abuse Committee and approved by the University Legal Counsel. They are distributed to all coaches and athletes.

Each student-athlete will be made aware of the consequences involved if he or she violates the rules established by the Committee and abuses chemical

* Inserted text is shown in italics. Deleted text is crossed out.

substances. All coaches are responsible for knowing the policies and procedures and for educating the student-athletes regarding the disciplinary actions that will be taken if they test positive.

Each head coach is responsible for distributing the “drug testing cards” for random testing. (The head coach may appoint another staff member for actual distribution, but the head coach is ultimately responsible.)

Each fall, all student-athletes attend a mandatory meeting, which reviews current drug testing policies and procedures and culminates in the signing of the Consent to Testing Form (different from the NCAA form). This form is kept on file in the Compliance Office. According to Athletic Department policy, a student-athlete cannot practice or compete if he or she fails to sign the form.

All coaches involved in recruiting should advise the prospective student-athlete of our drug-testing program during the recruiting process. Coaches are expected to support the efforts of the Department of Athletics to insure that the athletics program is drug-free and that Virginia Tech student-athletes are informed of the risks involved in drug use. Coaches’ regular contact with student-athletes provides an excellent opportunity to counsel and educate. They are assisted in this effort by other departmental and university staff members.

VIRGINIA TECH SUBSTANCE ABUSE PROGRAM POLICY

The Virginia Tech Department of Athletics is concerned about the use and abuse of drugs and alcohol. The abuse of chemical substances (including diuretics and masking agents) is not permitted. This includes the misuse of prescription and over the counter drugs, the use of androgenic anabolic steroids, the use of alcohol, the use of drugs that are not medically indicated, and the use of illegal drugs. These pose a serious threat to the growth, development, and overall physical and mental well being of our student-athletes.

The Department of Athletics is concerned that direct drug side effects (e.g. the drug might cause a heart attack if used during the time of training) may cause serious injury to student-athletes and, in team sports, to their teammates and opponents. It is our philosophy and policy to help student-athletes help themselves with regard to the use of illicit drugs, prescription medication, and inappropriate use of over the counter drugs (e.g. medication should be taken as prescribed and directed). The Department of Athletics is also concerned about overuse or abuse of alcohol. In order to address these concerns, the Substance Abuse Committee has been established. The Committee is appointed by the Director of Athletics. The Office of Student Life *in the Athletic Department* is responsible for providing substance abuse education.

PROBLEMATIC DRUG USE AND DRUG ABUSE

The Virginia Tech Department of Athletics does not approve of, excuse, or condone the use and/or abuse of illegal drugs (e.g., marijuana, speed, LSD, barbiturates, cocaine, ecstasy, heroin, PCP, GHB, etc.) by student-athletes. The use of such drugs can (1) be harmful to the individual; (2) affect athletic

performance; (3) negatively affect the performance of the team; and (4) put the individual and members of the individual's team in danger. The use of drugs can, among other things, lead to problems in many areas of one's life: poor academic performance; poor athletic performance; relationship problems, etc. Some of the signs of problematic drug use include: lack of motivation (especially with marijuana), lethargy, not going to class regularly, agitation or nervousness, short temper, difficulty with sleep, loss of appetite, violence, loss of friendships, decline in grades or athletic performance. Another sign of problematic drug use is the need to do the drug on a frequent or regular basis (e.g., using marijuana daily) and/or not being able to do without it. Such "addiction" may be due to physical reasons, psychological reasons, or both.

Student-athletes who use drugs often do not fit the stereotype of a "drug abuser" or "addict." However, all student-athletes, even if not "addicted," have experienced or will experience problems in their lives due to drug use. It is important for student-athletes to know the signs of problematic drug use and to realize that the use of any illegal drug or the abuse of any drug is considered a violation of the drug policy.

SUBSTANCE ABUSE EDUCATION

Education is the most valuable tool in the life long prevention of substance abuse. The Office of Student Life is committed to their responsibility in the area of education. Examples include but are not limited to:

1. Arranging speakers and seminars for coaches and staff in order for them to be more familiar with areas of drug abuse, such as how to identify an abuser, how to help an abuser, and risks of drug abuse.
2. Programs provided for student-athletes, such as educational and motivational speakers that will provide the necessary information to enable student-athletes to make decisions that will enhance a healthy lifestyle.
3. Disseminating information and materials available from NCAA, campus, and community resources in the areas of drugs, including alcohol, tobacco, as well as materials related to general health, and well-being.
4. Providing opportunities for student-athletes to discuss health, legal, and ethical risks of alcohol and other drug use during preseason meetings.

DRUG TESTING

This program is required of all student-athletes including scholarship and non-scholarship student-athletes. All student-athletes are required to participate in the drug testing program as long as they are associated with the Athletic Department.

SUBSTANCE ABUSE COMMITTEE

The Substance Abuse Committee is responsible for implementing all drug testing policies. The Substance Abuse Committee is appointed by the Virginia Tech Director of Athletics.

DRUG TESTING PROCEDURE

Testing will be conducted throughout the year (in season, out of season, and summer school). Testing takes a variety of forms:

1. Random individual test – student-athletes names are computer generated and each receives a card which requires him or her to be tested with the day and time noted on the card;
2. Team testing – a team may be immediately tested before or after a workout or practice without notice;
3. Testing for reasonable suspicion – can be with or without notice;
4. Coach may request an individual or team test with or without notice when there is reasonable suspicion.

The testing site is 112 Merryman Center. The site is open from 6:30 a.m. to 9:00 a.m. to allow time to report without interfering with classes or other scheduled activities. Each student-athlete must produce a minimum 25 ml of urine for a routine test and 50 ml for a steroid test. All individuals taking prescribed or over the counter medications have the responsibility of notifying the crew chief at the testing site.

The computer generates the names of student-athletes to be tested. The Director of Athletic Training completes an appointment card for each student-athlete and delivers them to the head coach to be distributed to the student-athletes. Upon receiving the appointment card the athlete will be asked to sign a notification acknowledgement form. (Appendix B and C)

Failure to show up, being late or not giving a sample will be treated as a positive test result and the individual may receive sanctions and penalties at the discretion of the Committee.

To ensure validity, each specimen will be obtained under direct supervision. Security of the specimen (chain of custody) will be implemented from the moment the student-athlete signs in until final completion of analysis of the specimen at the laboratory. Positive results, whether they are positive urine test or no-shows/no-voids, are communicated from the testing agency to the Chair of the Substance Abuse Committee. The Director of Athletic Training will also be copied by the testing company.

In cases where student-athletes are found to be using drugs or are in non-compliance with collection procedures, a letter will be sent notifying them of the specific problem and informing the student-athlete of a meeting with the Substance Abuse Committee. Copies of the letter are sent to the head coach. In all cases, the individual must appear before representatives of the Substance Abuse Committee for the purpose of answering questions and presenting additional information. The student-athlete may request the presence of his or her coach. After the meeting between the student-athlete and the Substance Abuse Committee, the student-athlete will be placed in Phase 1, 2, 3, or 4 and notified of such by letter. In cases such as no-shows or no-voids, the Substance Abuse Committee may or may not place the student-athlete in any of the four phases of sanctions. In any case, the Committee will require more frequent

future testing. Sanction procedures (Phases 1 through 4) are described in the section entitled Recommended Guidelines. A chart summarizing the penalties is shown in Appendix D. Sanctions or Phases range from regular counseling to loss of participation.

DRUGS SUBJECT TO TESTING

The Virginia Tech Department of Athletics program tests for substances on a list of banned-drug classes developed by the department and the NCAA. A sample list is included in Appendix A and a detailed list is available upon request from the Sports Medicine Staff, the *Athletic Department* Office of Student Life Staff or the Chair of the Substance Abuse Committee. This list consists of substances generally purported to be performance enhancing and/or potentially harmful to the health and safety of the student-athlete. The drug classes specifically include stimulants (such as amphetamines, ecstasy, and cocaine), hallucinogens (such as LSD), anabolic steroids (such as Anavar and Dianabol), diuretics, masking agents, marijuana, as well as any other drugs not prescribed for the athlete.

COUNSELING

Counseling is required for each student-athlete whose drug test is positive. Counseling, especially for drug related problems is coordinated by the Substance Abuse Committee. Counseling continues until the counselor releases the student-athlete. Failure to attend could result in further loss of competitions. If continued counseling is recommended, various counseling options are available. Mental health professionals are utilized.

Under no circumstances will the counselor release information without prior consent of the student-athlete. The counselor only reports to the Substance Abuse Committee if the student-athlete does not attend the counseling sessions. Counseling is also available to any student-athlete who feels it would be beneficial.

APPEAL PROCESS

If a student-athlete believes the facts on which the Substance Abuse Committee's decision is based are erroneous or that the sanction(s) should not be imposed, the student-athlete may file a written appeal with the Director of Athletics within 15 days after receipt of the letter from the Chair of the Committee notifying the student-athlete of the Committee's action. The appeal must include any information which might change the factual findings of the Committee or the sanction(s) if the Director of Athletics believes a basis exists for the appeal. The Director of Athletics shall make the final decision regarding the appeal and will notify the student-athlete in writing of the decision.

IMPORTANT NOTE: In cases where a student-athlete is deemed to have a positive drug test and such test results in sanctions affecting his or her ability to compete, and the student-athlete is scheduled to engage in competition before a determination can be made by the Substance Abuse Committee or the conclusion of any appeal under the standard review and appeal procedures, the student-athlete will be suspended from that competition pending a final decision.

Time permitting, the student-athlete can request an expedited meeting of the Substance Abuse Committee and an expedited appeal to the Director of Athletics. The appeal must include any information which might change the factual findings of the Committee or the sanction(s). By selecting the expedited process, the student-athlete waives the right to the standard review and appeal procedures. Under the expedited process, the Committee will meet, by telephone if not in person, and in consultation with the Director of Athletics will render a decision before the competition. If the Committee is unable to meet or the Director of Athletics cannot render a decision before the competition, the student-athlete will not be permitted to participate in the competition.

PENALTIES AND REQUIREMENTS WHEN FAILING TO PASS A DRUG TEST

The Substance Abuse Committee believes that it is in the best health interest of student-athletes to follow these policies and adhere to the rules outlined regarding drug use. However, in those cases where individuals engage in drug behaviors that violate the rules set forth, it is important that there is a clear understanding of the potential consequences. These are outlined in the following section which describes procedures that will be implemented when a student-athlete is placed in Phase 1, 2, 3, or 4. ~~Please note that Phase 1 is for a first positive for marijuana. The first positive for all other drugs will place the student-athlete in Phase 2.~~ The chart in Appendix A and Appendix D summarizes the penalties for positive tests.

“A positive is a positive.” Defenses such as **passive inhalation** or being in the company of people who are smoking marijuana will not be accepted by the Committee. If an athlete tests positive for a prescription medicine, it will be considered a positive unless the athlete has a doctor’s prescription in his or her own name. The Committee will not accept the excuse for a positive that **“someone else put something in my drink.”**

The Substance Abuse Committee cannot determine how a student-athlete became positive for a drug. The Committee recommends to all student-athletes that they be careful of their association with people that are involved with drug use.

PHASE 1 RECOMMENDED GUIDELINES (First Positive for Marijuana)

- A. The student-athlete meets with the Substance Abuse Committee, and if the positive test is upheld, the student-athlete is to be suspended immediately from competition.
 1. The length of the suspension is equal to 10% of the team’s season competition schedule where the student-athlete represents Virginia Tech (for the number of events, please see Appendix D). The suspended events will be the next consecutive events in the schedule. Post-season events are also included in the suspension (e.g. Big East Championships, NCAA Championships, Bowl Games, Post Season Invitational events). The suspension includes not allowing an athlete to dress for a game, be in the team area, and/or attend a pre-game meal.

- B. The Chair of the Substance Abuse Committee will notify the following individuals in writing of the recommended plan and sanctions:
1. Student-athlete and his or her parent or guardian
 2. Head Coach
 3. Associate Athletics Director for that sport
 4. Counselor
 5. Director of Athletics
- C. The student-athlete must appear before the Substance Abuse Committee on additional occasions as requested.
- D. Counseling is mandatory and attendance will be monitored by the Substance Abuse Committee. The student-athlete must attend a counseling session within two weeks of the meeting with the Substance Abuse Committee (allowances can be made when there is a conflict with the University Calendar). If the student-athlete fails to attend this meeting or subsequent sessions, there can be an additional 10% game suspension assessed by the Substance Abuse Committee.
- E. Follow-up drug testing may occur over a period of six months.
- F. If a team completes its competition schedule while a student-athlete is under Phase 1 sanctions, the student-athlete's suspension will be carried over into the next season's competition. If an individual tests positive during a red shirt year, the student's suspension will begin during next season's competition (i.e., game suspension will not be applied during a red shirt season or during a medical hardship).
- G. *When a student-athlete tests positive for marijuana outside the traditional playing season special dispensation will be considered. The opportunity to suspend the penalty phase will be considered by a sub-committee reporting to the Substance Abuse Committee. The sub-committee will consist of: the Team Physician, department Sport Psychologist, and Addiction Medicine specialist. After the student completes counseling sessions with each professional, the sub-committee will recommend to the whole Substance Abuse Committee whether that student is a candidate for the suspension of penalty phase 1.*

If it is determined by the Substance Abuse Committee to offer the student the option to suspend penalty phase 1, the student will still be required to follow through on steps B through E described above.

Items for consideration when determining the option to suspend phase 1 penalty:

1. *The student must be in the non-traditional segment of their primary sport and at least 60 days from the start of the pre-season practice segment of the traditional playing season*

2. *This option cannot be used if the student-athlete has self reported previously. Likewise, a student-athlete cannot self report after having used this option*
3. *If the student ever tests positive again he or she will serve both penalty phase 1 and 2 consecutively*

PHASE 2 RECOMMENDED GUIDELINES

- A. The student-athlete meets with the Substance Abuse Committee, and if the positive test is upheld, the student-athlete is to be suspended immediately from competition.
 1. The length of the suspension is equal to 33% of the team's season competition schedule where the student-athlete represents Virginia Tech. The suspended events will be the next consecutive events in the schedule. Post season events are also included in the suspension (e.g. Big East Championships, NCAA Championships, Bowl Games, and Post Season Invitational events). The suspension includes not allowing an athlete to dress for a game, be in the team area, and/or attend a pre-game meal.
- B. The Chair of the Substance Abuse Committee will notify the following individuals in writing of the recommended plan and sanctions:
 1. Student-athlete and his or her parent or guardian
 2. Head Coach
 3. Associate Athletics Director for that sport
 4. Counselor
 5. Director of Athletics
- C. The student-athlete must appear before the Substance Abuse Committee on additional occasions as requested.
- D. Counseling is mandatory and attendance will be monitored by the Substance Abuse Committee. The student-athlete must attend a counseling session within two weeks of the meeting with the Substance Abuse Committee (allowances can be made when there is a conflict with the University Calendar). If the student-athlete fails to attend this meeting or subsequent sessions, there can be an additional 10% game suspension assessed by the Substance Abuse Committee.
- E. Follow-up drug testing may occur over a period of six months.
- F. If a team completes its competition schedule while a student-athlete is under Phase 2 sanctions, the student-athlete's suspension will be carried over into the next season's competition. If an individual tests positive during a red shirt year, the student's suspension will begin during next season's competition (i.e. game suspension will not be applied during a red shirt season or during a medical hardship).

PLEASE NOTE: When an athlete tests positive for the first time and the sample contains more than one drug, the more severe sanctions will be applied.

PHASE 3 RECOMMENDED GUIDELINES

- A. The student-athlete meets with the Substance Abuse Committee, and if the positive test is upheld, the student-athlete is to be suspended immediately from competition.
 - 1. The length of the suspension is equal to one calendar year from the finding of a positive drug test. The suspended events will be the next consecutive events in the schedule. Post-season events are also included in the suspension (e.g. Big East Championships, NCAA Championships, Bowl Games, Post Season Invitational events).
 - 2. The student-athlete will be charged with the loss of one season of competition; a red shirt season or medical hardship cannot be used to substitute for the loss of the season of competition.
- B. The Chair of the Substance Abuse Committee will notify the following individuals in writing of the recommended plan and sanctions:
 - 1. Student-athlete and his or her parent or guardian
 - 2. Head Coach
 - 3. Associate Athletics Director for that sport
 - 4. Counselor
 - 5. Director of Athletics
- C. The student-athlete must appear before the Substance Abuse Committee on additional occasions as requested.
- D. Counseling is mandatory and attendance will be monitored by the Substance Abuse Committee. An assessment will be made to determine the student-athlete's desire for more aggressive treatment.
- E. Follow-up drug testing will be mandatory.
- F. If a team completes its competition schedule while a student-athlete is under Phase 3 sanctions, the student-athlete's suspension will be carried over into the next season's competition. If an individual tests positive during a red shirt year, the student's suspension will begin during next season's competition (i.e., game suspension will not be applied during a red shirt season or during a medical hardship).

PHASE 4 RECOMMENDED GUIDELINES

- A. The student-athlete is immediately suspended and the Department of Athletics revokes all privileges of participating in athletic activities or of using athletic facilities.

- B. The Chair of the Substance Abuse Committee will notify the following individuals in writing of the recommended plan and sanctions:
 - 1. Student-athlete and his or her parents or guardian
 - 2. Head coach
 - 3. Associate Athletic Director for that sport
 - 4. Counselor
 - 5. Director of Athletics
- C. The student-athlete must appear before the Substance Abuse Committee on additional occasions as requested.
- D. Follow up drug testing may be mandatory.
- E. Evaluation for further services will be conducted by the Substance Abuse Committee. Further counseling and/or treatment sessions may be required for the student-athlete on an individual basis, including the possibility of inpatient treatment.
 - 1. The offer to coordinate inpatient or outpatient treatment will be extended to the student-athlete under the clinical supervision of the Department of Athletics. "Clinical supervision" means that in some cases an alternative treatment is preferable to or needs to precede inpatient treatment. In these cases, the treatment is supervised by appropriate Athletic Department medical or mental health professionals.
- F. Financial aid will not be renewed beyond the term of the current financial aid contract.

OTHER POSITIVE DRUG TESTS

Documentation of a "positive" drug test from a recognized National or International Sports Governing Body will be considered as a "positive" drug test performed by our laboratory and will place the student-athlete in the appropriate phase. If a student-athlete has tested "positive" for drugs by the NCAA, he or she must abide by the NCAA policy. The NCAA requires a one calendar year minimum suspension. If a student-athlete transfers, an NCAA positive test result must be reported to the new school. A positive drug test by the NCAA will also be treated as a positive drug test by the Department of Athletics. The NCAA sanction and the departmental sanction will be imposed at the same time. The more severe sanction of the two will be enforced.

SELF-REPORT REFERRALS

A student-athlete who voluntarily approaches the Athletics Director or Sport Administrator for help with his or her drug problem, prior to a University request for the student-athlete to be available for testing, will be accorded confidentiality and professional help. A voluntary request for assistance will result in therapeutic treatment without loss of scholarship aid or participation on the team provided the student-athlete agrees to the terms of his or her rehabilitation.

Attachment U2

An athlete who voluntarily asks for assistance but does not follow the terms of his or her rehabilitation will be sanctioned according to post-test procedures for positive results. *A student will serve both penalty phases if a second positive occurs in any future testing.*

Drug usage by a Virginia Tech student-athlete which is discovered independently by University authorities will be subject to the drug policy as outlined herein.

APPENDIX A

**VIRGINIA TECH SUBSTANCE ABUSE PROGRAM
 DRUGS INCLUDED IN THE TESTING AS WELL AS ASSOCIATED PENALTIES**

SUBSTANCE	SCREENING SENSITIVITY	CONFIRMATION SENSITIVITY	*FIRST OFFENSE	*SECOND OFFENSE	*THIRD OFFENSE	*FOURTH OFFENSE
Marijuana	20ng/mL	15ng/mL	10%	33%	1 yr	Loss of Eligibility
Amphetamines/ Ecstasy	300ng/mL	100ng/mL	33%	1 yr	Loss of Eligibility	N/A
LSD	.5ng/mL	.2ng/mL	33%	1 yr	Loss of Eligibility	N/A
Anabolic Steroids	10ng/mL	1ng/mL	33%	1 yr	Loss of Eligibility	N/A
Barbiturates	200ng/mL	100ng/mL	33%	1 yr	Loss of Eligibility	N/A
Benzodiazepines	200ng/mL	100ng/mL	33%	1 yr	Loss of Eligibility	N/A
Cocaine	100ng/mL	50ng/mL	33%	1 yr	Loss of Eligibility	N/A
Nitrates	200mcg/mL	200mcg/mL	33%	1 yr	Loss of Eligibility	N/A
Opiates	100ng/mL	50ng/mL	33%	1 yr	Loss of Eligibility	N/A
PCP/Angel Dust	20ng/mL	10ng/mL	33%	1 yr	Loss of Eligibility	N/A

* Percentages represent amount of contests lost due to a positive drug test.

APPENDIX B
VIRGINIA TECH SUBSTANCE ABUSE COMMITTEE
APPOINTMENT CARD

Mr./Ms. _____
Has a drug screening test appointment

TIME: 6:30 a.m. - 9:00 or _____ following practice.

Place: Room 112 Merryman Center (Physicians Office)

Date: _____

Thank You!

Michael W. Goforth, Director of Athletic Training 231-6410 or 557-0625

Jimmy Lawrence, Director of Testing 231-5690 or 557-0655

Be on time!

Failure to keep this appointment will be treated as a positive.

Please do not void immediately before coming to take the test.

25mL must be passed within the allotted time frame for routine tests.

50mL must be passed within the allotted time frame for steroid tests.

APPENDIX C

**VIRGINIA TECH ATHLETICS SUBSTANCE ABUSE COMMITTEE
APPOINTMENT ACKNOWLEDGEMENT FORM**

#	NAME	SIGNATURE	NOTIFICATION TIME	NOTIFICATION LOCATION
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

APPENDIX D

**VIRGINIA TECH ATHLETICS SUBSTANCE ABUSE PROGRAM
PENALTY SUMMARY**

SPORT	# OF EVENTS	10%	33%
BASEBALL	56 CONTESTS	5 CONTESTS	18 CONTESTS
BASKETBALL	27 CONTESTS	2 CONTESTS	8 CONTESTS
CROSS COUNTRY	7 DATES OF COMPETITION	1 DATE	2 DATES
FOOTBALL	11 CONTESTS	1 CONTEST	3 CONTESTS
GOLF	24 DATES OF COMPETITION	2 DATES	7 DATES
INDOOR/OUTDOOR TRACK	18 DATES OF COMPETITION	1 DATES	5 DATES
LACROSSE	16 CONTESTS	1 CONTEST	5 CONTESTS
SOCCER	20 DATES OF COMPETITION	2 DATES	6 DATES
SOFTBALL	56 DATES OF COMPETITION	5 CONTESTS	18 CONTESTS
SWIMMING/DIVING	20 DATES OF COMPETITION	2 DATES	6 DATES
TENNIS	25 DATES OF COMPETITION	2 DATES	8 DATES
VOLLEYBALL	28 DATES OF COMPETITION	2 DATES	9 DATES
CHEERLEADING	CORRESPONDS WITH THE SAME % OF THE SPORT THAT THEY ARE PERFORMING FOR.		
HIGH TECHS	CORRESPONDS WITH THE SAME % OF THE SPORT THAT THEY ARE PERFORMING FOR.		
WRESTLING	16 DATES OF COMPETITION	1 DATE	5 DATES

**Report of the
Ad Hoc Committee on Bylaws Revisions
June 1, 2003**

The ad hoc committee appointed by the Rector at the April 6 meeting met for the first time on June 1, 2003. Attending the meeting were committee members Rod Layman, John Lawson, Jake Lutz, Brian Montgomery, and John Rocovich. In addition, Minnis Ridenour, Kay Heidbreder, and Kim O'Rourke served as resources for the committee. Others present included Mitch Carr, Mark McNamee, Allan Bradley, and Puraj Patel.

Chairman Rod Layman presented a set of proposed changes to the Board's Bylaws as a basis to begin discussion. The proposals fell within three categories: (1) Changes to fulfill the committee's specified charge; (2) "housekeeping" revisions; and (3) additional revisions for consideration. The committee decided, with the Rector's support, to take up discussion of the first two categories, but determined that it was beyond this committee's purview to consider any further Bylaws changes. It was determined that any Bylaws revisions beyond the committee's original charge or housekeeping matters should only be undertaken in the context of a comprehensive review of the existing Bylaws.

Chairman Layman recounted for the committee that at the April Board meeting, a resolution was passed stating that, "no Resolution shall be adopted by the Board of Visitors if presented less than three working days [prior to the meeting], unless an emergency is declared by a majority of the members present justifying a shorter time frame." As another stipulation of that April resolution, this ad hoc committee was appointed with the charge to "evaluate whether these guidelines might be strengthened" and to report to the Board no less than 15 days prior to the August Board meeting.

After lengthy discussion, the committee reached consensus on an amended version of the proposal offered by the Chairman that balanced the Board's obligation as a public body to provide adequate notice to the university's multiple constituents of items that the Board would be considering with the desire to preserve the Board's flexibility to deal with emergency items. It was recognized that it is beneficial for resolutions to have the opportunity to be thoroughly vetted within one of the Board's committees prior to being brought before the full Board for action.

Next, the committee discussed a series of proposed revisions that could be described as housekeeping matters. These were intended to clarify or update the existing Bylaws to conform to statutory changes and prior Board resolutions. It was noted that it has probably been more than 20 years since the Bylaws have been revised, and thus in many places the language or references to the *Code of*

Attachment V

Virginia needs to be updated. Another housekeeping change suggested is to add language to the Bylaws for the first time addressing the *Code of Virginia* requirement for non-voting student representation on the Board and the resolution passed by the Board in 1988 providing for non-voting faculty representation on the Board. Although these constituent representatives have been attending open sessions of the Board and its committees for more than a decade, this has never been acknowledged in the Bylaws.

In the spirit of ensuring mature consideration of these proposals, no resolutions are being brought before the full Board for action at this June meeting. Rather, the proposed Bylaws revisions are being distributed today (June 2) as a discussion draft to give the full Board an opportunity to consider the proposals and provide comments and ideas to the committee's Chairman. The Chairman will compile these responses and share them with the committee. The committee will consider all suggestions and bring forward an official resolution for action by the Board at the August meeting.

As stated in the committee's charge, the committee will distribute the proposed resolution to the Board no less than 15 days prior to the August Board meeting (no later than August 10). Accordingly, any comments should be sent to the committee Chairman no later than July 25.

Update on Review of Race-Conscious Programs

Following the April 6, 2003 Board meeting and the establishment of the ad hoc subcommittee, the Provost issued a renewed call for all departments and senior managers to once again review their programs for race-conscious activities. In this review, we received a full response from all departments in our administrative structure. Responses from individual departments were also coordinated through the responsible Dean, Vice Provost or Vice President's office to ensure a complete review.

As a result of this second review, 71 programs or activities were identified by departments. Based on our initial review of the specifics of these identified programs, 50 appear to be acceptable and 16 have been modified or discontinued until race-neutral alternatives can be adopted. There are five areas in which we are conducting further review to determine if the activities are or can be sufficiently narrowly-tailored or are seeking clarification on the state and federal relationship in regards to sponsored activity. We are also reviewing the feasibility of race-neutral alternatives in these areas. The areas under further review include: undergraduate admissions, private scholarships and fellowships, the Minority Academic Opportunities Program (MAOP), sponsored research requirements of the federal government and the McNair Scholars program (also federally funded.)

In April, Mr. Davenport, the President, the Provost and other senior officials attended the Race-Neutral Conference sponsored by the federal Department of Education's Office of Civil Rights. This conference provided information on the race-neutral alternatives used by some universities to increase minority enrollments.

On May 16, 2003, the Office of the Attorney General requested that we provide an updated and complete set of materials to their office for review. In response, we once again shared a full-set of the materials collected in this second review, along with our summary and prioritization of programs. This information was sent to the state solicitor on Tuesday, May 27th. We will continue working with the Office of the Attorney General as we review activities and develop recommendations for the identified programs. We will also incorporate any further guidance we receive as a result of the Supreme Court rulings in *Grutter* and *Gratz* expected in late June.

The ad hoc subcommittee met on Sunday, June 1st to discuss the findings of the comprehensive review. The subcommittee was briefed by the Provost on the status of the review and recommendations. Dr. David Colburn, Provost of the University of Florida shared the experiences of his university with race-neutral admissions practices. Mr. Farook Sait from the USDA and Mr. Charles (Chip) Blankenship and Gerald Parks from General Electric also participated in the meeting.

**VIRGINIA TECH SPRING SEMESTER ON-CAMPUS ENROLLMENTS BY YEAR
FRESHMEN ¹**

<u>COLLEGE</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>
AGRICULTURE AND LIFE SCIENCES										
MEN	91	86	113	123	88	87	75	49	51	53
WOMEN	126	149	178	187	159	143	128	124	125	100
TOTAL	217	235	291	310	247	230	203	173	176	153
ARCHITECTURE AND URBAN STUDIES										
MEN	92	85	114	115	103	109	114	96	98	96
WOMEN	43	41	61	50	42	42	69	53	48	81
TOTAL	135	126	175	165	145	151	183	149	146	177
ARTS AND SCIENCES										
MEN	454	468	570	628	555	592	585	581	580	434
WOMEN	623	644	655	680	603	645	613	655	583	462
TOTAL	1077	1112	1225	1308	1158	1237	1198	1236	1163	896
BUSINESS										
MEN	269	283	322	421	376	410	332	305	351	334
WOMEN	194	232	272	275	223	272	224	237	236	262
TOTAL	463	515	594	696	599	682	556	542	587	596
EDUCATION										
MEN	25	20	15	0	0	0	0	0	0	0
WOMEN	27	18	14	0	0	0	0	0	0	0
TOTAL	52	38	29	0	0	0	0	0	0	0
ENGINEERING										
MEN	647	563	507	1032	965	940	912	739	743	673
WOMEN	128	103	119	204	175	172	156	151	166	125
TOTAL	775	666	626	1236	1140	1112	1068	890	909	798
HUMAN SCIENCES AND EDUCATION										
MEN	24	18	30	50	44	41	27	33	28	71
WOMEN	161	188	156	200	173	214	207	205	187	220
TOTAL	185	206	186	250	217	255	234	238	215	291
INTERDISCIPLINARY										
MEN	635	587	750	507	418	398	476	478	662	584
WOMEN	317	339	429	432	341	350	386	401	422	380
TOTAL	952	926	1179	939	759	748	862	879	1084	964
NATURAL RESOURCES										
MEN	90	85	100	77	64	49	41	43	46	47
WOMEN	53	53	46	51	32	38	21	35	20	23
TOTAL	143	138	146	128	96	87	62	78	66	70
UNIVERSITY TOTALS										
MEN	2327	2195	2521	2953	2613	2626	2562	2324	2559	2292
WOMEN	1672	1767	1930	2079	1748	1876	1804	1861	1787	1653
TOTAL	3999	3962	4451	5032	4361	4502	4366	4185	4346	3945

¹ Effective Fall 1996, totals for Education are reflected in Human Sciences and Education

**VIRGINIA TECH SPRING SEMESTER ON-CAMPUS ENROLLMENTS BY YEAR
SOPHOMORES ¹**

COLLEGE	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
AGRICULTURE AND LIFE SCIENCES										
MEN	108	119	111	120	127	99	79	91	73	69
WOMEN	103	131	154	168	183	149	143	121	133	150
TOTAL	211	250	265	288	310	248	222	212	206	219
ARCHITECTURE AND URBAN STUDIES										
MEN	105	115	131	132	141	133	148	147	132	169
WOMEN	44	49	59	67	65	64	63	80	79	144
TOTAL	149	164	190	199	206	197	211	227	211	313
ARTS AND SCIENCES										
MEN	590	614	593	723	775	695	739	737	714	714
WOMEN	688	738	724	729	756	669	728	699	791	625
TOTAL	1278	1352	1317	1452	1531	1364	1467	1436	1505	1339
BUSINESS										
MEN	284	314	347	398	509	422	494	453	398	463
WOMEN	200	197	260	300	294	267	326	284	282	299
TOTAL	484	511	607	698	803	689	820	737	680	762
EDUCATION										
MEN	45	36	16	0	0	0	0	0	0	0
WOMEN	42	36	15	0	0	0	0	0	0	0
TOTAL	87	72	31	0	0	0	0	0	0	0
ENGINEERING										
MEN	705	759	686	831	931	874	845	884	844	876
WOMEN	163	135	128	168	172	159	181	152	149	177
TOTAL	868	894	814	999	1103	1033	1026	1036	993	1053
HUMAN SCIENCES AND EDUCATION										
MEN	33	58	50	82	92	89	81	88	91	126
WOMEN	227	271	285	345	382	332	319	349	347	408
TOTAL	260	329	335	427	474	421	400	437	438	534
INTERDISCIPLINARY										
MEN	291	278	283	215	220	212	217	277	286	329
WOMEN	126	130	150	142	169	121	154	180	170	153
TOTAL	417	408	433	357	389	333	371	457	456	482
NATURAL RESOURCES										
MEN	92	122	90	102	85	86	71	64	61	69
WOMEN	52	61	64	49	63	36	46	27	46	25
TOTAL	144	183	154	151	148	122	117	91	107	94
UNIVERSITY TOTALS										
MEN	2253	2415	2307	2603	2880	2610	2674	2741	2599	2815
WOMEN	1645	1748	1839	1968	2084	1797	1960	1892	1997	1981
TOTAL	3898	4163	4146	4571	4964	4407	4634	4633	4596	4796

¹ Effective Fall 1996, totals for Education are reflected in Human Sciences and Education

**VIRGINIA TECH SPRING SEMESTER ON-CAMPUS ENROLLMENTS BY YEAR
JUNIORS ²**

<u>COLLEGE</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>
AGRICULTURE AND LIFE SCIENCES										
MEN	153	148	166	145	144	139	124	91	99	94
WOMEN	131	126	147	176	164	182	169	138	134	126
TOTAL	284	274	313	321	308	321	293	229	233	220
ARCHITECTURE AND URBAN STUDIES										
MEN	126	127	145	120	151	144	133	149	171	195
WOMEN	58	45	52	51	60	74	70	65	72	144
TOTAL	184	172	197	171	211	218	203	214	243	339
ARTS AND SCIENCES										
MEN	895	817	699	690	803	866	759	790	874	747
WOMEN	853	818	829	710	737	776	717	749	746	666
TOTAL	1748	1635	1528	1400	1540	1642	1476	1539	1620	1413
BUSINESS										
MEN	404	357	388	395	445	595	533	591	617	554
WOMEN	288	208	247	271	305	322	304	342	346	346
TOTAL	692	565	635	666	750	917	837	933	963	900
EDUCATION										
MEN	97	71	54	0	0	0	0	0	0	0
WOMEN	82	45	39	0	0	0	0	0	0	0
TOTAL	179	116	93	0						
ENGINEERING										
MEN	887	846	885	756	770	900	789	781	828	798
WOMEN	180	185	170	159	158	150	159	157	159	135
TOTAL	1067	1031	1055	915	928	1050	948	938	987	933
HUMAN SCIENCES AND EDUCATION										
MEN	87	90	102	118	148	152	166	142	149	154
WOMEN	307	318	339	371	422	436	407	362	411	480
TOTAL	394	408	441	489	570	588	573	504	560	634
INTERDISCIPLINARY										
MEN	23	29	33	23	14	25	17	24	13	18
WOMEN	8	4	8	6	11	5	10	13	6	3
TOTAL	31	33	41	29	25	30	27	37	19	21
NATURAL RESOURCES										
MEN	112	129	149	94	102	100	100	85	69	69
WOMEN	50	61	50	54	46	65	29	50	30	47
TOTAL	162	190	199	148	148	165	129	135	99	116
UNIVERSITY TOTALS										
MEN	2784	2614	2621	2341	2577	2921	2621	2653	2820	2629
WOMEN	1957	1810	1881	1798	1903	2010	1865	1876	1904	1947
TOTAL	4741	4424	4502	4139	4480	4931	4486	4529	4724	4576

² Effective Fall 1996, totals for Education are reflected in Human Sciences and Education

**VIRGINIA TECH SPRING SEMESTER ON-CAMPUS ENROLLMENTS BY YEAR
SENIORS ³**

<u>COLLEGE</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>
AGRICULTURE AND LIFE SCIENCES										
MEN	130	175	174	178	216	192	183	171	133	128
WOMEN	127	138	137	184	201	210	251	227	197	191
TOTAL	257	313	311	362	417	402	434	398	330	319
ARCHITECTURE AND URBAN STUDIES										
MEN	249	201	187	246	269	290	325	300	295	387
WOMEN	115	106	91	97	115	129	162	143	132	235
TOTAL	364	307	278	343	384	419	487	443	427	622
ARTS AND SCIENCES										
MEN	800	841	793	803	832	957	1038	959	991	1032
WOMEN	810	804	704	816	829	841	904	875	940	782
TOTAL	1610	1645	1497	1619	1661	1798	1942	1834	1931	1814
BUSINESS										
MEN	422	396	374	468	520	583	785	795	814	887
WOMEN	277	275	205	262	341	399	422	422	486	547
TOTAL	699	671	579	730	861	982	1207	1217	1300	1434
EDUCATION										
MEN	107	106	72	0	0	0	0	0	0	0
WOMEN	70	80	47	0	0	0	0	0	0	0
TOTAL	177	186	119	0	0	0	0	0	0	0
ENGINEERING										
MEN	1060	1103	1034	1165	1188	1232	1399	1299	1299	1302
WOMEN	203	223	194	218	235	267	269	266	291	272
TOTAL	1263	1326	1228	1383	1423	1499	1668	1565	1590	1574
HUMAN SCIENCES AND EDUCATION										
MEN	89	108	106	191	169	197	218	218	199	201
WOMEN	320	320	358	437	440	494	515	455	481	530
TOTAL	409	428	464	628	609	691	733	673	680	731
INTERDISCIPLINARY										
MEN	0	0	1	1	1	0	0	3	1	0
WOMEN	0	0	0	0	0	0	0	2	0	0
TOTAL	0	0	1	1	1	0	0	5	1	0
NATURAL RESOURCES										
MEN	109	115	143	159	137	136	129	123	118	98
WOMEN	68	66	58	53	71	62	77	54	61	46
TOTAL	177	181	201	212	208	198	206	177	179	144
UNIVERSITY TOTALS										
MEN	2966	3045	2884	3211	3332	3587	4077	3868	3850	4035
WOMEN	1990	2012	1794	2067	2232	2402	2600	2444	2588	2603
TOTAL	4956	5057	4678	5278	5564	5989	6677	6312	6438	6638

³ Effective Fall 1996, totals for Education are reflected in Human Sciences and Education

**VIRGINIA TECH SPRING SEMESTER ON-CAMPUS ENROLLMENTS BY YEAR
TOTAL UNDERGRADUATES ⁴**

<u>COLLEGE</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>
AGRICULTURE AND LIFE SCIENCES										
MEN	490	530	567	568	576	519	463	404	358	345
WOMEN	495	551	626	724	714	689	699	612	591	570
TOTAL	985	1081	1193	1292	1290	1208	1162	1016	949	915
ARCHITECTURE AND URBAN STUDIES										
MEN	572	530	578	614	667	676	721	694	696	848
WOMEN	262	242	263	267	282	314	367	343	331	607
TOTAL	834	772	841	881	949	990	1088	1037	1027	1455
ARTS AND SCIENCES										
MEN	2748	2759	2666	2859	2984	3136	3139	3091	3174	2936
WOMEN	2989	3020	2931	2955	2945	2961	2992	3012	3076	2551
TOTAL	5737	5779	5597	5814	5929	6097	6131	6103	6250	5487
BUSINESS										
MEN	1382	1356	1431	1684	1852	2014	2148	2147	2181	2241
WOMEN	965	922	992	1112	1171	1271	1288	1292	1352	1455
TOTAL	2347	2278	2423	2796	3023	3285	3436	3439	3533	3696
EDUCATION										
MEN	277	238	160	0	0	0	0	0	0	0
WOMEN	225	184	121	0	0	0	0	0	0	0
TOTAL	502	422	281	0	0	0	0	0	0	0
ENGINEERING										
MEN	3303	3275	3116	3792	3861	3951	3950	3713	3718	3653
WOMEN	674	646	612	750	740	750	769	729	765	712
TOTAL	3977	3921	3728	4542	4601	4701	4719	4442	4483	4365
HUMAN SCIENCES AND EDUCATION										
MEN	234	274	289	443	455	481	493	486	470	553
WOMEN	1021	1107	1147	1363	1426	1491	1457	1387	1433	1647
TOTAL	1255	1381	1436	1806	1881	1972	1950	1873	1903	2200
INTERDISCIPLINARY										
MEN	969	912	1081	756	666	654	719	788	967	939
WOMEN	491	507	607	601	530	494	565	600	604	546
TOTAL	1460	1419	1688	1357	1196	1148	1284	1388	1571	1485
NATURAL RESOURCES										
MEN	404	451	487	433	393	377	346	319	295	284
WOMEN	224	245	219	211	213	203	174	169	157	141
TOTAL	628	696	706	644	606	580	520	488	452	425
UNIVERSITY TOTALS										
MEN	10379	10325	10375	11149	11454	11808	11979	11642	11859	11799
WOMEN	7346	7424	7518	7983	8021	8173	8311	8144	8309	8229
TOTAL	17725	17749	17893	19132	19475	19981	20290	19786	20168	20028

⁴ Effective Fall 1996, totals for Education are reflected in Human Sciences and Education

**VIRGINIA TECH SPRING SEMESTER ON-CAMPUS ENROLLMENTS BY YEAR
ALL CLASSES AND TOTALS - AGRICULTURE TECHNOLOGY**

<u>COLLEGE</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>
FIRST YEAR										
<u>MEN</u>	43	38	54	70	49	57	39	57	55	46
<u>WOMEN</u>	11	4	6	5	8	6	3	4	8	9
TOTAL	54	42	60	75	57	63	42	61	63	55
SECOND YEAR										
<u>MEN</u>	49	36	29	40	66	51	52	37	53	48
<u>WOMEN</u>	5	8	6	4	4	4	6	3	6	11
TOTAL	54	44	35	44	70	55	58	40	59	59
UNIVERSITY TOTALS										
<u>MEN</u>	92	74	83	110	115	108	91	94	108	94
<u>WOMEN</u>	16	12	12	9	12	10	9	7	14	20
TOTAL	108	86	95	119	127	118	100	101	122	114

VIRGINIA TECH SPRING SEMESTER ON-CAMPUS ENROLLMENTS BY YEAR
TOTAL GRADUATES ⁵

<u>COLLEGE</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>
AGRICULTURE AND LIFE SCIENCES										
MEN	171	171	143	144	131	125	113	120	122	111
WOMEN	105	89	99	97	93	96	97	113	122	117
TOTAL	276	260	242	241	224	221	210	233	244	228
ARCHITECTURE AND URBAN STUDIES										
MEN	190	171	149	168	173	172	155	173	168	162
WOMEN	127	115	94	105	107	104	103	130	143	141
TOTAL	317	286	243	273	280	276	258	303	311	303
ARTS AND SCIENCES										
MEN	512	507	432	469	482	434	425	512	530	510
WOMEN	340	339	313	309	306	294	289	312	342	317
TOTAL	852	846	745	778	788	728	714	824	872	827
BUSINESS										
MEN	212	224	226	231	206	183	172	147	131	163
WOMEN	130	124	111	112	105	111	127	120	99	121
TOTAL	342	348	337	343	311	294	299	267	230	284
EDUCATION										
MEN	251	236	201	0	0	0	0	0	0	0
WOMEN	486	463	366	0	0	0	0	0	0	0
TOTAL	737	699	567	0						
ENGINEERING										
MEN	1116	1032	887	922	874	846	868	972	1022	1063
WOMEN	190	171	181	188	167	168	173	197	218	240
TOTAL	1306	1203	1068	1110	1041	1014	1041	1169	1240	1303
HUMAN SCIENCES AND EDUCATION										
MEN	46	39	48	275	289	293	264	269	272	234
WOMEN	130	118	117	502	478	460	421	500	546	532
TOTAL	176	157	165	777	767	753	685	769	818	766
INTERDISCIPLINARY										
MEN	0	1	1	0	0	0	0	75	6	16
WOMEN	0	0	0	0	0	0	0	44	3	11
TOTAL	0	1	1	0	0	0	0	119	9	27
NATURAL RESOURCES										
MEN	106	92	82	84	98	93	87	87	82	69
WOMEN	30	27	26	35	43	37	33	39	39	36
TOTAL	136	119	108	119	141	130	120	126	121	105
VETERINARY MEDICINE GRAD. & PH.D.										
MEN	12	14	22	30	32	35	30	36	28	30
WOMEN	29	23	22	19	28	37	46	48	45	48
TOTAL	41	37	44	49	60	72	76	84	73	78
UNIVERSITY TOTALS										
MEN	2616	2487	2191	2323	2285	2181	2114	2391	2361	2358
WOMEN	1567	1469	1329	1367	1327	1307	1289	1503	1557	1563
TOTAL	4183	3956	3520	3690	3612	3488	3403	3894	3918	3921

⁵ Effective Fall 1996, totals for Education are reflected In Human Sciences and Education

**VIRGINIA TECH SPRING SEMESTER ON-CAMPUS ENROLLMENTS BY YEAR
ALL CLASSES AND TOTALS - VETERINARY MEDICINE**

<u>COLLEGE</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>
VETERINARY MEDICINE – FIRST YEAR										
MEN	26	19	24	27	22	20	21	22	12	28
WOMEN	57	59	57	61	68	67	69	70	77	62
TOTAL	83	78	81	88	90	87	90	92	89	90
VETERINARY MEDICINE – SECOND YEAR										
MEN	22	25	18	24	28	22	20	19	20	12
WOMEN	56	59	59	55	60	68	65	69	71	76
TOTAL	78	84	77	79	88	90	85	88	91	88
VETERINARY MEDICINE – THIRD YEAR										
MEN	20	22	24	19	24	28	21	20	21	20
WOMEN	60	56	56	62	57	59	67	65	68	71
TOTAL	80	78	80	81	81	87	88	85	89	91
VETERINARY MEDICINE – FOURTH YEAR										
MEN	20	18	19	25	19	24	28	22	21	19
WOMEN	55	57	51	54	62	56	60	65	64	68
TOTAL	75	75	70	79	81	80	88	87	85	87
UNIVERSITY TOTALS										
MEN	88	84	85	95	93	94	90	83	74	79
WOMEN	228	231	223	232	247	250	261	269	280	277
TOTAL	316	315	308	327	340	344	351	352	354	356

VIRGINIA TECH SPRING SEMESTER ON-CAMPUS ENROLLMENTS BY YEAR
TOTAL UNIVERSITY STUDENTS ^{6 7}

<u>COLLEGE</u>	<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>
AGRICULTURE AND LIFE SCIENCES										
MEN	753	775	793	822	822	752	667	618	588	550
WOMEN	616	652	737	830	819	795	805	732	727	707
TOTAL	1369	1427	1530	1652	1641	1547	1472	1350	1315	1257
ARCHITECTURE AND URBAN STUDIES										
MEN	762	701	727	782	840	848	876	867	864	1010
WOMEN	389	357	357	372	389	418	470	473	474	748
TOTAL	1151	1058	1084	1154	1229	1266	1346	1340	1338	1758
ARTS AND SCIENCES										
MEN	3260	3266	3098	3328	3466	3570	3564	3603	3704	3446
WOMEN	3329	3359	3244	3264	3251	3255	3281	3324	3418	2868
TOTAL	6589	6625	6342	6592	6717	6825	6845	6927	7122	6314
BUSINESS										
MEN	1594	1580	1657	1915	2058	2197	2320	2294	2312	2404
WOMEN	1095	1046	1103	1224	1276	1382	1415	1412	1451	1576
TOTAL	2689	2626	2760	3139	3334	3579	3735	3706	3763	3980
EDUCATION										
MEN	528	474	361	0	0	0	0	0	0	0
WOMEN	711	647	487	0	0	0	0	0	0	0
TOTAL	1239	1121	848	0						
ENGINEERING										
MEN	4419	4307	4003	4714	4735	4797	4818	4685	4740	4716
WOMEN	864	817	793	938	907	918	942	926	983	952
TOTAL	5283	5124	4796	5652	5642	5715	5760	5611	5723	5668
HUMAN SCIENCES AND EDUCATION										
MEN	280	313	337	718	744	774	757	755	742	787
WOMEN	1151	1225	1264	1865	1904	1951	1878	1887	1979	2179
TOTAL	1431	1538	1601	2583	2648	2725	2635	2642	2721	2966
INTERDISCIPLINARY										
MEN	969	913	1082	756	666	654	719	863	973	955
WOMEN	491	507	607	601	530	494	565	644	607	557
TOTAL	1460	1420	1689	1357	1196	1148	1284	1507	1580	1512
NATURAL RESOURCES										
MEN	510	543	569	517	491	470	433	406	377	353
WOMEN	254	272	245	246	256	240	207	208	196	177
TOTAL	764	815	814	763	747	710	640	614	573	530
VETERINARY MEDICINE										
MEN	100	98	107	125	125	129	120	119	102	109
WOMEN	257	254	245	251	275	287	307	317	325	325
TOTAL	357	352	352	376	400	416	427	436	427	434
UNIVERSITY TOTALS										
MEN	13175	12970	12734	13677	13947	14191	14274	14210	14402	14330
WOMEN	9157	9136	9082	9591	9607	9740	9870	9923	10160	10089
TOTAL	22332	22106	21816	23268	23554	23931	24144	24133	24562	24419

⁶ Effective Fall 1996, totals for Education are reflected in Human Sciences and Education

⁷ Totals include Special Undergraduate Enrollment

Board of Visitors Meeting – June 2, 2003

President Steger, Rector Rocovich, fellow board members, and guests....

Looking back can be both instructive and frightening. If I had to choose only two years of my life to “relive,” I think my first choice would be my first year of college and this past year would have to be my second choice.

Looking through some old textbooks from my 1962-63 freshman year of college, I found my chemistry and calculus texts were almost like new, but the chemistry textbook also read more like history than today’s science.

My texts for religion and politics were quite marked up with marginal notes documenting my agreement and disagreement with their content. There also were notes about what professors said and my comments of agreement or disagreement with their comments.

The most valuable lesson I learned that year was about academic civility. As I reread some of my marginal comments, I realized how much I’ve changed.

This year, 2002-2003, brings me back in many ways to that same place—only 40 years later. That’s the same amount of time Moses and Israel wandered in the wilderness! What is the most significant lesson from this year? Academic civility. I came into this position with some reluctance, and I have to admit that I have not particularly enjoyed it, but it has been a valuable experience in a difficult time for Virginia Tech.

One of the books I’ve read this year is Stephen Carter’s Civility. Carter, a conservative, African American law professor at Yale said:

“Politics in a vibrant, successful democracy requires disagreement and debate; civility simply provides the guidelines within which that debate should occur.”

This has been a difficult year. Much has happened. We have dealt with the heart and guts of democratic and academic process; we have wrestled with insoluble problems yielding only proximate solutions.

We will continue this struggle as long as democracy and academic integrity survive.

In my first report to this Board of Visitors, I quoted Dickens’ opening line from Tale of Two Cities. That quote, timeless as it is, still is appropriate in my last report to this board: “It was the best of times; it was the worst of times.”

Thanks for the opportunity of service.

Edward (Edd) H. Sewell, Jr.
Department of Communication
Faculty Senate President

Comments: June 2, 2003 Board of Visitors Meeting

- 1) Welcome
 - a) Rector, Members of the Board, Mr. President and others
 - b) Overview of Report
 - i) Wrap up to end of semester in Student Life
 - ii) Repercussions of BOV actions
 - iii) University Restructuring
 - iv) Introduction of Allan Bradley
- 2) Since the last time the BOV was on campus:
 - a) The campus has served host to a variety of student activities, including:
 - i) Two large service projects: The Big Event (March 29th), Relay for Life (April 11th-12th)
 - ii) International Week (first week of April)
 - iii) Founder's Day (April 25th-26th)
 - iv) End of the War in Iraq
 - (1) The War met with protests, vigils, and support on a campus with many diverse ideas.
- 3) Repercussions with BOV actions
 - a) Rescinding the March 10th Resolution was met largely with support and relief across the campus.
 - b) Despite rescinding the resolutions, there has still been much trust lost between Board and University Community.
 - c) This trust that can be mended through deliberate, inclusive actions—actions not unlike those pursued this weekend. Examples of these specific actions include:
 - i) The development of operational rules for the BOV through the Rules Committee chaired by Rod Layman
 - ii) Significant research and consultation on admissions policies through the work of the ad hoc Committee chaired by Ben Davenport

- d) Involving the University Community in all policy decisions is essential to creating the best, most comprehensive solutions to complex issues.
 - e) There is no doubt that there are varied opinions concerning the university's admissions policy. At a general scale, it is the opinion of the student body that the university needs an admissions policy that is able to take into account the full stories of individuals as they are evaluated for admissions to the University. This plan needs to provide flexibility to admit students based on their qualifications on a relativistic scale. I urge the Board to take no further action concerning the university's admissions policy until after the Michigan-related decisions from the Supreme Court.
- 4) University Restructuring
- a) In a great many instances the Student Body is confused as to what college they will be placed in.
 - b) However, this problem can be solved through communication among the colleges and departments. I encourage the administration and faculty to do so with expediency as soon as the fall semester commences.
- 5) Introduction of Allan Bradley:
- a) Allan will be beginning his fifth year at Virginia Tech, majoring in both Industrial and Systems Engineering and Spanish.
 - b) He has had extensive extra-curricular involvement and experience throughout his first four years, serving as a Student Government Association Senator and providing leadership as Chair of the Student Affairs Committee in the SGA. Over the past two years, he has served as the CFO and Director of Development for The Big Event, the campus's largest service project. This past year he was elected by the Student Body as Treasurer of the SGA, and has also served a term on the Commission for Student Affairs. Allan's co-curricular activities include membership in the Institute for Industrial Engineers and Alpha Pi Mu, the ISE honor society. Allan has been very involved in the BOV and its actions since his appointment and will certainly "hit the ground running" in the fall semester.
- 6) In Closing

Attachment Y

- a) I will be heading to Cincinnati, Ohio to work for the Aircraft Engines division of General Electric. As a member in GE's Operations Management Leadership Program I will spend the first of 4 rotations working on GE's initiatives in China.
- b) I would like to thank you for a meaningful, worthwhile experience where over the past year we have been able to work on real issues that have contributed to an exciting year.
- c) I wish you the best in the future and encourage the Board to continue to evolve its operation to be as inclusive as possible, helping push Virginia Tech into the future together as a University community.

Brian Montgomery

Undergraduate Student Representative to the
Virginia Tech Board of Visitors

Resolution Redefining

**The William E. Lavery Animal Health Research Center
in the Virginia Maryland Regional College of Veterinary Medicine
of the Virginia Polytechnic Institute and State University**

Whereas, during William Lavery's term as president from 1975 until 1988 the university's stature as a nationally regarded land-grant university was fortified; and

Whereas, Dr. Lavery played a founding role in the establishment of the Virginia Maryland Regional College of Veterinary Medicine; and

Whereas, in 1994 the university honored Dr. Lavery by naming major research facilities within the veterinary medical complex as **The William E. Lavery Animal Health Research Center**; and

Whereas, to more appropriately capture a discrete and visible entity to reflect the honor of the center naming, adjoining administrative space located near the public entrance to the building will be incorporated and identified as part of the existing center;

Now, therefore, be it resolved that, in order to properly demonstrate the appreciation, honor, and recognition of the university community for William E. Lavery's service and influence on the public impact of the university, **The William E. Lavery Animal Health Research Center** at Virginia Polytechnic Institute and State University will include associated administrative space existing in the college.

Recommendation:

That the above resolution redefining **The William E. Lavery Animal Health Research Center** be approved.

**Resolution on Virginia Bioinformatics Institute
Policy Advisory Board Reappointment**

WHEREAS, the Board of Visitors has authorized the establishment of the Virginia Bioinformatics Institute Policy Advisory Board; and,

WHEREAS, in accordance with the terms of the Resolution, the Board of Visitors must appoint to the Policy Advisory Board two members of the Board of Visitors, four persons at large, one non-elected representative from the Tobacco Indemnification and Community Revitalization Commission, and three persons upon recommendation by the Governor of Virginia; and

WHEREAS, Larry Framme's two-year term as a member at large expires on June 30, 2003, and the University wishes to reappoint Mr. Framme for a second two-year term; now,

THEREFORE, BE IT RESOLVED, that the Board of Visitors hereby reappoints the following person to serve on the Virginia Bioinformatics Institute Policy Advisory Board for the term denoted:

Larry Framme

2-year term (2005)

RECOMMENDATION:

That the resolution reappointing a member to the Virginia Bioinformatics Institute Policy Advisory Board be approved.

June 2, 2003

ENDOWED PROFESSORSHIP
Suzanne Parker Thornhill Professor of
Management Science and Information Technology

The Suzanne Parker Thornhill Professorship in Management Science and Information Technology was established in 1998 by a generous gift from Suzanne Parker Thornhill.

Dr. Philip Y. Huang received his Ph.D. from the Pennsylvania State University in 1978 and joined the Virginia Tech faculty in 1979. Dr. Huang's primary area of teaching and research is operations management. He has published twenty-eight research articles in some of the leading journals in the field of operations management. His 1983 co-authored article in *Decision Sciences* on the Japanese Kanban system received the prestigious Stanley T. Hardy Award for the outstanding research article in the field of operations management for that year. He has also translated the book Toyota Production Systems into Chinese.

During Dr. Huang's career, he has taught all of the courses in the operations management option of the business information technology undergraduate major, and all of the graduate courses in operations management. He also helped develop many of these courses.

Dr. Huang has been very active in international programs and has been awarded two Fulbright Fellowships for teaching and research abroad. In 1987 he was awarded a Fulbright Scholar Grant to research flexible manufacturing systems in Japan. Additionally, he was awarded a Fulbright Fellowship in 2002 to teach an MBA course at the Universidade de Coimbra and to conduct research on supply chain management in Portugal. He has also taught courses at the Stuttgart Institute of Management and Technology in Germany, Huanghe University in China, and National Taiwan University and National Tsing Hua University in Taiwan, as well as courses in the Pamplin College Study Abroad program. As president of the American Chinese Management Educators Association, he has led delegations of business educators and professionals to China to work with state-owned industries. As business coordinator for the International Operations Consortium, funded by the U.S. Department of Education and the European Union, he organized cross-Atlantic student teams from Virginia Tech and Belgium to study the management of global operations. He has twice been a featured speaker on live "Voice of America" radio broadcasts in China. At the invitation of the Chinese Vice Premier, Dr. Huang served as a technical consultant for the United Nations development program in China where he organized and led groups of American business professionals on company visits in Shanghai, Nanjing, and Beijing. In recognition of his many international activities Dr. Huang was awarded in 1998 the university's Alumni Award for Excellence in International Programs. Dr. Huang has also served as a member of the Virginia Advisory Committee for the U.S. Commission on Civil Rights since 1995.

RECOMMENDATION:

That Dr. Philip Y. Huang be appointed the Suzanne Parker Thornhill Professor of Management Science and Information Technology, effective August 10, 2003, with a salary supplement as provided by the endowment and, as available, from the Eminent Scholars match program.

**RESOLUTION FOR EMERITA STATUS
June 2, 2003**

WHEREAS, Edith A. Austin faithfully served Virginia Tech for over 21 years in the Virginia Cooperative Extension Service, beginning in 1981; and

WHEREAS, as an extension agent, she developed programs in Southside Virginia to improve the quality of child care and to facilitate the registration of families in the federal medical insurance plan; and

WHEREAS, she worked with 4-H youth at camp, teaching basic skills in nutrition to influence their eating habits and improve their diets; and

WHEREAS, she contributed to her profession and her community, providing both service and expertise;

THEREFORE, be it resolved that the Board of Visitors recognizes Edith A. Austin for her service to the university with the title of Senior Extension Agent Emerita.

RECOMMENDATION:

That the above resolution recommending Edith A. Austin for emerita status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Dr. Ioannis M. Besieris faithfully served Virginia Tech for 30 years in the College of Engineering, beginning in 1972; and

WHEREAS, as a member of the faculty in the Bradley Department of Electrical & Computer Engineering (ECE), he was a dedicated teacher of a wide range of courses from sophomore to advanced graduate levels; and

WHEREAS, he advised and counseled numerous undergraduate and graduate students during his career in the ECE Department, serving as the graduate advisor for 13 masters and 8 doctoral students; and

WHEREAS, he made significant research contributions in theoretical electromagnetics and applied mathematics with application to communications in acoustic (underwater), microwave, and optical channels, as well as to high resolution imaging, ground-penetrating radar, directed energy transfer, and secure communications; and

WHEREAS, he authored or co-author 63 refereed journal articles and four book chapters and was the managing technical editor of the monograph, *Mathematical and Physical Modeling of Microwave Scattering and Polarimetric Remote Sensing*; and

WHEREAS, he served in a number of international professional technical societies, including being a Fellow of the Institute of Electronic and Electrical Engineers;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Ioannis M. Besieris for his service to the university with the title of Professor Emeritus of Electrical & Computer Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. Ioannis M. Besieris for emeritus status be approved.

RESOLUTION FOR EMERITA STATUS
June 2, 2003

WHEREAS, Professor Ellen Bussard Braaten faithfully served Virginia Tech for 32 years in the College of Architecture & Urban Studies, beginning in 1971; and

WHEREAS, as a member of the faculty in the Department of Architecture, she was an advocate for the work of her peers, served as a mentor to many young faculty, and made innumerable contributions to the educational environment of the department; and

WHEREAS, as Assistant to the Dean for Student Services & Alumni Relations, she provided a link from the work of the academy to that of practice, initiating avenues for alumni support of the work of the college, including career placement for graduates, promotion and support of the pedagogical importance of the Center for European Studies & Architecture, and many positive alumni collaborations; and

WHEREAS, as academic advisor to students, she approached her role as both a curriculum specialist and an advocate for students, placing great value on their work and its relationship to the respective disciplines; and

WHEREAS, her research in and commitment to universal design was invaluable in developing and producing excellent design practices in barrier-free design and in the work of architecture and design students; and

WHEREAS, her own works in pottery and her ceramic courses taught students not only a beautiful craft, but also the possibilities of working directly with a material, and the role and value of culture in design studies;

THEREFORE, be it resolved that the Board of Visitors recognizes Professor Ellen Bussard Braaten for her service to the university with the title of Assistant Professor Emerita.

RECOMMENDATION:

That the above resolution recommending Professor Ellen Bussard Braaten for emerita status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Professor William W. Brown faithfully served Virginia Tech for 29 years in the College of Architecture & Urban Studies, beginning in 1974; and

WHEREAS, as a member of the faculty of the Department of Architecture, he was an excellent graduate and undergraduate studio teacher and an outstanding graduate thesis advisor, serving as a strong advocate for his students and upholding the highest academic standards, as seen by the number of awards won by his students; and he received honors and awards for teaching, including one of Virginia Tech's highest teaching honor, the W. E. Wine Award, in 2001; and

WHEREAS, he devoted his career to architectural education; served with distinction as Chair of the Graduate Architecture Program for 14 years; established the structure, content, and character of the graduate curriculum in architecture; made lasting contributions to his colleagues, the program, department, college, university, and the citizens of Virginia; and made contributions to the discipline of architecture both nationally and internationally; and

WHEREAS, he served diligently on many departmental, college, and university committees and commissions, and contributed significantly to the special programs of the Department of Architecture and the College of Architecture & Urban Studies, including the European study-abroad program;

THEREFORE, be it resolved that the Board of Visitors recognizes Professor William W. Brown for his service to the university with the title of Professor Emeritus of Architecture.

RECOMMENDATION:

That the above resolution recommending Professor William W. Brown for emeritus status be approved.

**RESOLUTION FOR EMERITA STATUS
June 2, 2003**

WHEREAS, Kathryn W. Burruss faithfully served Virginia Tech for over 28 years in the Virginia Cooperative Extension Service, beginning in 1974; and

WHEREAS, as an extension agent, she developed the Kinship Care Support program to assist grandparents rearing their grandchildren, improving and updating their parenting skills; and

WHEREAS, she created a community program to conduct glucose and blood pressure screenings for elderly residents and helped them obtain medications at reduced or no cost, improving their health; and

WHEREAS, she identified a growing need for pediatric dental care and provided leadership for establishing a free dental clinic, obtaining grant funding to support the clinic;

THEREFORE, be it resolved that the Board of Visitors recognizes Kathryn W. Burruss for her service to the university with the title of Senior Extension Agent Emerita.

RECOMMENDATION:

That the above resolution recommending Kathryn W. Burruss for emerita status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. Dan Y. Chen faithfully served Virginia Tech for 24 years in the College of Engineering, beginning in 1979; and

WHEREAS, as a member of the faculty in the Bradley Department of Electrical & Computer Engineering (ECE), he was a dedicated teacher of a wide range of courses from sophomore to advanced graduate level; and

WHEREAS, he advised and counseled numerous undergraduate and graduate students during his career in the ECE Department, serving as the graduate advisor for 16 masters and 6 doctoral students including co-advising 5 at Taiwan University; and

WHEREAS, he made contributions in research in the power electronics area, was awarded six patents (with one patent pending), and authored 52 refereed-journal articles, 25 conference publications, and one Institute of Electrical & Electronics Engineers press book;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Dan Y. Chen for his service to the university with the title of Professor Emeritus of Electrical & Computer Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. Dan Y. Chen for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. Richard W. Conners faithfully served Virginia Tech for 16 years in the College of Engineering, beginning in 1987; and

WHEREAS, as a member of the faculty in the Bradley Department of Electrical & Computer Engineering (ECE), he was a dedicated teacher of a wide range of courses from sophomore to advanced graduate level; and

WHEREAS, he advised and counseled numerous undergraduate and graduate students during his career in the ECE Department, serving as the graduate advisor for 12 masters and 7 doctoral students; and

WHEREAS, he made contributions in research on machine vision system technology, particularly the development of multiple sensor machine vision systems for inspection of hardwood lumber and for detecting explosives in luggage which led to the awarding of two patents that form the basis for two commercially available products; and his research interests also include systems integration, special-purpose image-processing hardware design, and embedded systems design; and

WHEREAS, he authored or co-authored 112 technical journal and conference publications; and

WHEREAS, because he believed that higher education was the vehicle for improving the lives of all Americans, over the last 12 years he was actively involved in activities aimed at diversifying the student body, the faculty, and the staff of Virginia Tech, serving as Director of Minority Graduate Recruitment in the ECE Department and as Multicultural Fellow for the university;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Richard W. Conners for his service to the university with the title of Associate Professor Emeritus of Electrical & Computer Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. Richard W. Conners for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. Houston B. Couch faithfully served Virginia Tech for over 38 years in the College of Agriculture & Life Sciences, beginning 1965; and

WHEREAS, as a member of the faculty in the Department of Plant Pathology, Physiology, & Weed Science, he was a dedicated teacher of plant pathology, principles of plant disease development, clinical plant pathology, and diseases of field and forage crops, turfgrasses, landscape trees, and woody ornamentals; and

WHEREAS, he advised and counseled numerous undergraduate and graduate students during his career, serving as the graduate advisor for 15 masters and 9 doctoral students; and

WHEREAS, he made significant contributions in research on the nature and control of diseases of turfgrasses through his work on plant stress, disease incidence and severity, maximizing the effectiveness of fungicides, and the biological control of turfgrass disease; and

WHEREAS, he served as head of the Department of Plant Pathology, Physiology, & Weed Science for 9 years; and his pioneering textbook, Diseases of Turfgrass, and its revisions have been used by several generations of students and scientists; and

WHEREAS, he spoke at over 500 turf-industry conferences in 28 states and countries, and for his work with turfgrass, he was honored for his distinguished contributions to golf by the U.S. Golf Association;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Houston B. Couch for his service to the university with the title of Professor Emeritus of Plant Pathology, Physiology, & Weed Science.

RECOMMENDATION:

That the above resolution recommending Dr. Houston B. Couch for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. John R. Crunkilton faithfully served Virginia Tech for 34 years in the College of Agriculture & Life Sciences and in the former College of Education, beginning in 1969; and

WHEREAS, as associate dean, as associate director of academic programs, as director of the Agricultural Technology program, and as a professor of Agricultural & Extension Education, he worked to ensure the College of Agriculture & Life Sciences provided excellent academic programming that was recognized throughout the land-grant system; and

WHEREAS, prior to joining the College of Agriculture & Life Sciences, he served ably as assistant professor, associate professor, professor, program area leader for agricultural education, associate dean, and interim dean for the former College of Education; and

WHEREAS, he increased Virginia Tech's international profile by providing leadership to student and faculty exchange programs, by his service on the Board of Trustees of the American Farm School in Greece, through the completion of two Fulbright Scholarship awards overseas, through his presidency of the Association of International Agriculture & Extension Education, and through professional work in Europe, Asia, Africa, and the Caribbean area; and

WHEREAS, his leadership and academic abilities have been recognized through numerous awards by this university and by his peers in professional organizations;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. John R. Crunkilton for his service to the university with the title of Professor Emeritus of Agricultural & Extension Education.

RECOMMENDATION:

That the above resolution recommending Dr. John R. Crunkilton for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Dr. David A. de Wolf faithfully served Virginia Tech for 21 years in the College of Engineering, beginning in 1982; and

WHEREAS, as a member of the faculty in the Bradley Department of Electrical & Computer Engineering (ECE), he was a dedicated teacher of a wide range of courses from sophomore to the advanced graduate level; and he advised and counseled numerous undergraduate and graduate students, serving as the graduate advisor for five masters and three doctoral students; and

WHEREAS, he made significant contributions in research on the propagation of waves on irregular media, such as turbulent and/or ionized air; communications in particulate media with applications to fog, haze, rain, clouds, etc.; and in problems with surrounding soil in the remote detection of mines by ground-penetrating radar; and

WHEREAS, he authored 2 textbooks, Basics of Electron Optics and Essentials of Electromagnetics for Engineering, 65 refereed journal articles, and 52 invited and participatory conference publications, and obtained 2 U.S. patents; and

WHEREAS, he provided extraordinary service to the department as Director of Graduate Studies and over many years as chair or officer of the Administrative Committee, Awards Committee, and the Curriculum Committee; and to the university through leadership on the Faculty Senate for more than a decade in various officer roles, including President; and

WHEREAS, he served in a number of international professional technical societies, including being a Fellow of the Institute of Electronic & Electrical Engineers, and a Fellow of the Optical Society of America;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. David A. de Wolf for his service to the university with the title of Professor Emeritus of Electrical & Computer Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. David A. de Wolf for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. John W. Dickey faithfully served Virginia Tech for 37 years in the College of Architecture & Urban Studies, beginning in 1966; and

WHEREAS, as a member of the faculty in the Department of Urban Affairs & Planning, he advised scores of graduate students, effectively teaching in fields as wide ranging as transportation planning, quantitative research techniques, decision support systems, and public; and

WHEREAS, as a member of the faculty in the Center for Public Administration & Policy, he educated several generations of graduate students for careers in public service; and

WHEREAS, he served in the Department of Urban Affairs & Planning as Director of the Center for Urban & Regional Studies (1973), Chairman of the Urban & Regional Planning Program (1972), and Director of the Center for Innovation Research & Support (1991-2003); and

WHEREAS, as an active researcher, he conducted more than 75 sponsored projects and authored 12 books, 10 software packages, and 125 articles, reports, book chapters, and published proceedings; and

WHEREAS, he enhanced the reputation of Virginia Tech through more than 160 presentations, 75 being in international forums around the world; and

WHEREAS, he contributed to the university's outreach mission by applying his unique decision-support software, CyberQuest and Quantitative CyberQuest, in more than 600 sessions to national and international organizations;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. John W. Dickey for his service to the university with the title of Professor Emeritus of Urban Affairs & Planning and Public Administration & Policy.

RECOMMENDATION:

That the above resolution recommending Dr. John W. Dickey for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. K. Kurt Eschenmann faithfully served Virginia Tech for 27 years in the Colleges of Human Sciences & Education, beginning in 1976; and

WHEREAS, as a member of the faculty in the Department of Teaching & Learning, he was a dedicated teacher of a wide range of courses offered to students from undergraduates through advanced graduate levels, teaching in locations across the Commonwealth as well as on the Blacksburg campus; and

WHEREAS, he advised and counseled countless baccalaureate and masters-level students, served on numerous doctoral committees, and served as major advisor to many Ph.D. and Ed.D. students; and

WHEREAS, he made significant contributions to research on career and technical education and on workforce development and motivation, authoring over 100 publications during his career and being involved in numerous sponsored research and development projects; and

WHEREAS, he served in leadership positions in a number of professional learned societies, including the National Occupational Competency Testing Institute and the National Employment & Training Association, and served as a member of the editorial board for several professional journals;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. K. Kurt Eschenmann for his service to the university with the title of Professor Emeritus of Teaching & Learning.

RECOMMENDATION:

That the above resolution recommending Dr. K. Kurt Eschenmann for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. F. Gail Gray faithfully served Virginia Tech for 32 years in the College of Engineering, beginning in 1971; and

WHEREAS, as a member of the faculty in the Bradley Department of Electrical & Computer Engineering (ECE), he was a dedicated teacher of a wide range of courses from sophomore to advanced graduate level; and

WHEREAS, he advised and counseled numerous undergraduate and graduate students during his career in the ECE Department, serving as the graduate advisor for 27 masters and 9 doctoral students; and

WHEREAS, he made contributions to the research areas of parallel processing, parallel computer architectures, and hardware description languages with a focus on fault modeling, diagnosis, automated test-bench generation techniques, microprocessor system design, and coding theory; and he made significant contributions as one of the original researchers in the area of fault-tolerant computing; and

WHEREAS, he authored 81 publications, 2 books (one has been translated into Chinese), and 3 book chapters; and

WHEREAS, he served in a number of international professional technical societies, including being a Senior Member of the Institute of Electronic and Electrical Engineers;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. F. Gail Gray for his service to the university with the title of Professor Emeritus of Electrical & Computer Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. F. Gail Gray for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Dr. Gary J. Griffin faithfully served Virginia Tech for over 35 years in the College of Agriculture & Life Sciences, beginning in 1967; and

WHEREAS, as a member of the faculty in the Department of Plant Pathology, Physiology, & Weed Science, he was a dedicated teacher who developed and taught courses in plant pathological methods, plant pathogenic fungi, and forest pathology; and

WHEREAS, he advised and counseled numerous graduate students during his career, serving as the graduate advisor for 9 masters and 10 doctoral students; and

WHEREAS, he made significant research contributions to the study and management of chestnut blight, restoration of the American chestnut, soil microbiology, and root disease; and

WHEREAS, he served in a number of national professional societies, including as President of the American Chestnut Cooperators' Foundation, and Associate Editor of *Phytopathology*;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Gary J. Griffin for his service to the university with the title of Professor Emeritus of Plant Pathology, Physiology, & Weed Science.

RECOMMENDATION:

That the above resolution recommending Dr. Gary J. Griffin for emeritus status be approved.

**RESOLUTION FOR POSTHUMOUS EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. Kriton Kleanthis Hatzios faithfully served Virginia Tech for 23 years in the College of Agriculture & Life Sciences, beginning in 1979; and

WHEREAS, as a member of the faculty in the Department of Plant Pathology, Physiology, & Weed Science (PPWS), he was a dedicated teacher of principles and methods of weed management, and herbicide action and metabolism; and

WHEREAS, he served as Department Head of PPWS from 1997 to 2000, Director of the Virginia Agricultural Experiment Station, and Associate Dean for Research in the College of Agriculture & Life Sciences from 1999 to 2003; and

WHEREAS, he advised and counseled numerous graduate students during his career, serving as the graduate advisor for 2 masters and 12 doctoral students; and

WHEREAS, he made many significant research contributions aimed at optimizing the use of herbicides in crop production, and authored or co-authored over 360 scholarly publications, including 5 books, more than 115 refereed journal articles, 24 book chapters, plus monographs, abstracts, reviewed proceedings, and conference publications; and

WHEREAS, he received numerous professional honors and awards including Fellow of the American Association of the Advancement of Science (2001), Outstanding Teacher Award from the Weed Science Society of America (WSSA) (2001), Scientist of the Year Award from the Southern Weed Science Society (1997), Fellow Award from the WSSA (1995), and Outstanding Research Award from the WSSA (1994); and he was selected as the 2003 Sterling B. Hendricks Memorial Lecturer of the USDA - Agricultural Research Service and the American Chemical Society; and

WHEREAS, he promoted the understanding and appreciation of Greek culture through his weekly public radio program, as advisor for the Hellenic Student Association, and as founder and president of the Hellenic Society Paideia of Virginia;

THEREFORE, be it resolved that the Board of Visitors posthumously recognizes Dr. Kriton Kleanthis Hatzios for his service to the university with the title of Professor Emeritus of Plant Pathology, Physiology, & Weed Science.

RECOMMENDATION:

That the above resolution recommending Dr. Kriton Kleanthis Hatzios for emeritus status be approved.

**RESOLUTION FOR EMERITA STATUS
June 2, 2003**

WHEREAS, Dr. Betty Heath-Camp faithfully served Virginia Tech for 24 years in the College of Human Sciences & Education, beginning in 1979; and

WHEREAS, as a member of the faculty in the Department of Teaching & Learning, she was a dedicated teacher of a wide range of courses offered from the upper division undergraduate level to the advanced graduate level; and

WHEREAS, she advised and counseled undergraduates and masters students, served on numerous doctoral committees, and served as major advisor to many Ph.D. and Ed.D. candidates, helping students achieve their career goals and contribute to the education profession; and

WHEREAS, she provided effective leadership to the career and technical education program, and the marketing, business, and information technology majors, resulting in enhanced state and national visibility and ranking; and

WHEREAS, she provided leadership in the university through participation in governance activities such as chairing the Commission on Undergraduate Studies & Policies; and

WHEREAS, she contributed to the research on beginning teachers and teacher induction, authoring nearly 100 publications during her career and directing numerous sponsored research and development projects; and

WHEREAS, she served in leadership positions in a number of professional organizations, including serving on the Board of Directors of the Association for Career & Technical Education, as editor of the *Journal of Vocational and Technical Education*, and as president of the University Council for Workforce & Human Resource Education;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Betty Heath-Camp for her service to the university with the title of Professor Emerita of Teaching & Learning.

RECOMMENDATION:

That the above resolution recommending Dr. Betty Heath-Camp for emerita status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Dr. Eric R. Johnson faithfully served Virginia Tech for 26 years in the College of Engineering, beginning 1976; and

WHEREAS, as a member of the faculty in the Department of Aerospace & Ocean Engineering, he was an extraordinary teacher of many courses, ranging from 2000 to 6000 levels, consistently receiving among the highest student evaluations in the department and commendation from his students for an outstanding job of making learning enjoyable; and

WHEREAS, he advised and counseled numerous undergraduate and graduate students during his career, including 19 masters and 9 doctoral students; and in recognition of his contribution as an educator, he was awarded the 2003 Dean's Award for Teaching Excellence in the College of Engineering; and

WHEREAS, he made significant contributions as an exceptional researcher in the area of Composite Structures, authoring approximately 70 publications; and as a member of the American Institute of Aeronautics & Astronautics (AIAA), he served as Associate Editor of the prestigious *AIAA Journal*;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Eric R. Johnson for his service to the university with the title of Professor Emeritus of Aerospace & Ocean Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. Eric R. Johnson for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Dr. C. Clark Jones faithfully served Virginia Tech for over 31 years in Virginia Cooperative Extension (VCE) and the Office of the Provost, beginning in 1971; and

WHEREAS, his eminent service spanned many faculty and administrative roles including Program Associate, Instructor, and Associate Director in Continuing Education; Program Leader and Assistant Professor, Northeast District Extension Division; Extension District Director and Associate Professor, East Central District; Professor and Head for the Institute for Leadership Development in Public Service; and Assistant to the Director, VCE, College of Agriculture & Life Sciences (CALs); and

WHEREAS, while guiding VCE as Director and Associate Dean for Extension, CALs, he provided invaluable leadership during critical times in the organization's history, increasing funding, placing high value on field staff and specialists, improving morale, and strengthening its overall position in the Commonwealth; and

WHEREAS, while serving with distinction over the past three years as Vice Provost for University Outreach, he revived the university's commitment and fervor to what it means to be a contemporary land-grant university as exemplified by several program efforts, including the Southside Initiative and its Institute for Advanced Learning & Research for which he was honored with the 2002 Leadership in Science & Technology Award; and

WHEREAS, he was the chief architect of the recent reorganization of University Outreach & International Affairs, which will result in greater collaboration, coordination, and focus for the university's outreach and international strategies, leading Virginia Tech to becoming a world-class university;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. C. Clark Jones for his service to the university with the title of Vice Provost Emeritus for Outreach & International Affairs.

RECOMMENDATION:

That the above resolution recommending Dr. C. Clark Jones for emeritus status be approved.

**RESOLUTION FOR EMERITA STATUS
June 2, 2003**

WHEREAS, Louetta M. Jones faithfully served Virginia Tech for over 25 years in the Virginia Cooperative Extension Service, beginning in 1976; and

WHEREAS, as an extension agent, she worked in an area where over 40% of the youth live in poverty, delivering education in positive parenting and child development for hundreds for families; and

WHEREAS, she provided the “Better Kid Care” program to improve the accessibility and quality of childcare in the community and at a military base; and

WHEREAS, she provided quality educational programs in the areas of family financial management, housing, food safety, 4-H, and aging;

THEREFORE, be it resolved that the Board of Visitors recognizes Louetta M. Jones for her service to the university with the title of Senior Extension Agent Emerita.

RECOMMENDATION:

That the above resolution recommending Louetta M. Jones for emerita status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Professor Raymond R. Kass faithfully served Virginia Tech for over 26 years in the College of Arts & Sciences, beginning in 1976; and

WHEREAS, as a member of the faculty in the School of the Arts, he taught painting to generations of students, many of whom have gone on to positions in universities, museums, and art institutions; and

WHEREAS, as director of the Armory Art Gallery, he mentored many students, creating a class in exhibition design and display, and participating in the MFA program in arts administration; and

WHEREAS, he won numerous awards for his paintings and was represented in many museum collections; and as the founder of the Mountain Lake Symposium, he brought national attention to the university from artists and institutions throughout the country; and

WHEREAS, he published widely and lectured internationally on American artists John Cage and Morris Graves; and

WHEREAS, he was a member of the *Ut Prosim* Society and donated many art works to the university;

THEREFORE, be it resolved that the Board of Visitors recognizes Professor Raymond R. Kass for his service to the university with the title of Professor Emeritus of Art.

RECOMMENDATION:

That the above resolution recommending Professor Raymond R. Kass for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. Konrad W. Kubin faithfully served Virginia Tech for 31 years in Pamplin College of Business, beginning in 1972; and

WHEREAS, as a member of the faculty in the Department of Accounting & Information Systems, he was a dedicated teacher of courses at the undergraduate and graduate level, developing and teaching the first courses in international accounting; and

WHEREAS, he published numerous refereed journal articles, refereed proceedings, books, monographs, and book chapters concerning international accounting; and

WHEREAS, he served as a visiting professor or lecturer at numerous universities worldwide and was an active participant in the process of establishing accounting standards; and

WHEREAS, he taught numerous professional education programs and for 30 years provided leadership to the Virginia Accounting & Auditing Conference;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Konrad W. Kubin for his service to the university with the title of Professor Emeritus of Accounting & Information Systems.

RECOMMENDATION:

That the above resolution recommending Dr. Konrad W. Kubin for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. Harold A. Kurstedt faithfully served Virginia Tech for 29 years in College of Engineering, beginning in 1974; and

WHEREAS, as a member of the faculty in the John Grado Department of Industrial & Systems Engineering (ISE), he was a dedicated teacher of a wide range of courses from freshman to advanced graduate level; and

WHEREAS, he advised and counseled numerous undergraduate and graduate students in the systems engineering degree program and the nuclear engineering program, serving as the graduate advisor for 33 masters and 10 doctoral students; and

WHEREAS, he was appointed as the Hal G. Prillaman Professor of Industrial & Systems Engineering in 1987; was the founder and director of the Management Systems Laboratories from 1981-1995; was the Special Assistant to the Provost for Continuing Education and the Center for Organizational & Technical Advancement from 1994-1997; received several awards in teaching, research, and scholarship; and was selected by the students as Outstanding ISE faculty member in 1987 and 1988; and received the University Award for Outreach in 2000; and

WHEREAS, he made significant contributions in research on management systems engineering, authoring over 200 publications and receiving one U.S. patent in the course of this work; and

WHEREAS, he served in a number of national professional technical societies, including service as President Elect for the American Society of Engineering Management for 2002-03 and President for 2003-04;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Harold A. Kurstedt for his service to the university with the title of Hal G. Prillaman Professor Emeritus of Industrial & Systems Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. Harold A. Kurstedt for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. George H. Lacy faithfully served Virginia Tech for over 22 years in the College of Agriculture & Life Sciences, beginning in 1980; and

WHEREAS, as a member of the faculty in the Department of Plant Pathology, Physiology, & Weed Science, he was a dedicated teacher of a wide range of courses at both the undergraduate and graduate levels; and

WHEREAS, he advised and counseled numerous graduate students during his career, and served as the graduate advisor for 6 masters and 3 doctoral students; and

WHEREAS, he made significant research contributions to the study and control of crop diseases in the areas of phylogenetics of phytopathogenic bacteria and fungi, rapid identification of plant pathogens, and host-pathogen interactions; and

WHEREAS, he served in a number of national professional societies, including the American Phytopathological Society as chair of the Bacteriology Committee; and he served on numerous national project-and-grant-review panels for the United States Department of Agriculture, the National Science Foundation, the Environmental Protection Agency, the Department of the Army, and the National Institutes of Health;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. George H. Lacy for his service to the university with the title of Professor Emeritus of Plant Pathology, Physiology, & Weed Science.

RECOMMENDATION:

That the above resolution recommending Dr. George H. Lacy for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Dr. John M. Levy faithfully served Virginia Tech for 24 years in the College of Architecture & Urban Studies, beginning in 1979; and

WHEREAS, as a faculty member in the Department of Urban Affairs & Planning, he made significant contributions to both graduate and undergraduate degree programs by teaching core courses in urban planning, applied economics, and economic development; and

WHEREAS, he impacted thousands of Virginia Tech students through his effective course teaching and his good sense of humor, and he provided academic advising to hundreds of undergraduate students and mentored hundreds of masters students in the department, being awarded for these efforts with the University Certificate of Teaching Excellence in 1992; and

WHEREAS, he contributed to the reputation of Virginia Tech through his textbooks, including Contemporary Urban Planning, the most popular undergraduate text in the field with translations in Chinese and Korean, Essential Microeconomics for Public Policy Analysis, Economic Development Programs for Cities, Counties and Towns, and Urban and Metropolitan Economics;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. John M. Levy for his service to the university with the title of Professor Emeritus of Urban Affairs & Planning.

RECOMMENDATION:

That the above resolution recommending Dr. John M. Levy for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. Frederick H. Lutze, Jr., faithfully served Virginia Tech for 36 years in the College of Engineering, beginning in 1966; and

WHEREAS, as a member of the faculty in the Department of Aerospace & Ocean Engineering (AOE), he was a dedicated teacher of a wide range of courses, advising and counseling numerous undergraduate and graduate students during his career and serving as the graduate advisor for 60 masters and 19 doctoral students; and

WHEREAS, he served AOE as Chairman of the Graduate Committee (1996-2003), Sigma Gamma Tau student advisor (1969-2003), and faculty advisor to the Student Branch of the American Institute of Aeronautics & Astronautics (AIAA) (1989-2003); and

WHEREAS, in recognition of his contribution, he was the recipient of numerous honors and awards, including the W. E. Wine Award for Excellence in Teaching (1969), National AIAA Faculty Advisor Award (1999), National President of Sigma Gamma Tau (1997-2000), and the College of Engineering Dean's Award for Service (2003); and

WHEREAS, he made significant contributions as a researcher in flight dynamics, authoring approximately 27 journal publications and 45 conference papers;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Frederick H. Lutze, Jr., for his service to the university with the title of Professor Emeritus of Aerospace & Ocean Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. Frederick H. Lutze, Jr., for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. J. Douglas McAlister faithfully served Virginia Tech for over 29 years in the Virginia Cooperative Extension Service and in University Outreach & International Affairs, beginning in 1974; and

WHEREAS, he provided exceptional leadership and management for the annual delivery of over 450 continuing education programs; he oversaw the management of the Donaldson Brown Hotel and Conference Center (DBHCC); and he served as program liaison with The Hotel Roanoke and Conference Center; and

WHEREAS, he made significant contributions to the management and restructuring of the Center for Organizational & Technological Advancement, continuing-education programs, public-service programs, DBHCC, three academic-enrichment units, the Service-Learning Center, the English Language Institute, and Upward Bound; and

WHEREAS, he authored more than 190 publications for a variety of journals, trade and association publications, textbook chapters, and outreach documents; and delivered invited presentations to over 125 state, national, and international conferences; and

WHEREAS, he received seven gubernatorial appointments to provide professional counsel as a member of task forces or study commissions, focusing on strategic management and implementation techniques; and

WHEREAS, he made significant international contributions to governmental and economic-development programs by invitation to 15 different foreign countries and U.S. Embassies;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. J. Douglas McAlister for his service to the university with the title of Professor Emeritus of University Outreach & International Affairs.

RECOMMENDATION:

That the above resolution recommending Dr. J. Douglas McAlister for emeritus status be approved.

RESOLUTION FOR EMERITA STATUS
June 2, 2003

WHEREAS, Dr. Joan McLain-Kark faithfully served Virginia Tech for 23 years in the College of Human Sciences & Education and the College of Architecture & Urban Studies, beginning in 1980; and

WHEREAS, as a member of the faculty in the Interior Design program, she was a committed teacher and advisor of graduate and undergraduate students, working tirelessly on the development of the interior design program; and

WHEREAS, she gave primary leadership in developing and integrating computer technology into the interior design curriculum, which played a key role in achieving national recognition for the program; and

WHEREAS, she brought recognition to the university through her research and publications, and was invited to serve as a visiting faculty member at the College of Basic Education in Kuwait City, Kuwait;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Joan McLain-Kark for her service to the university with the title of Professor Emerita of Interior Design.

RECOMMENDATION:

That the above resolution recommending Dr. Joan McLain-Kark for emerita status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. David M. Moore faithfully served Virginia Tech for 31 years in the College of Human Sciences & Education, beginning in 1972; and

WHEREAS, as a member of the faculty in the Department of Teaching & Learning, he was a dedicated teacher of a wide range of courses offered to upper division undergraduates and graduate students; and

WHEREAS, he advised and counseled many masters-level students, served on numerous doctoral committees, and served as major advisor to over 100 masters and 40 Ph.D. and Ed.D. students, receiving the College of Human Resources & Education Award for Excellence in Graduate Advising for 2002; and

WHEREAS, he made significant contributions to the research on the underlying processes of visual learning theory and practice, authoring over 100 refereed publications, and authoring or being involved in numerous sponsored research and development projects;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. David M. Moore for his service to the university with the title of Professor Emeritus of Teaching & Learning.

RECOMMENDATION:

That the above resolution recommending Dr. David M. Moore for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Professor Derek S. Myers faithfully served Virginia Tech for 30 years in the College of Arts & Sciences, beginning in 1973; and

WHEREAS, as a faculty member in the Department of Art & Art History, he taught drawing and foundations in an outstanding manner to generations of art students; and

WHEREAS, he mentored countless students, providing extraordinary service to the department in his years as Director of Student Advising; and

WHEREAS, he served as the Head of the Department of Art & Art History for ten years and worked in many ways to advance the profile of the department through summer orientation and visits with prospective students; and

WHEREAS, he administered the departmental scholarships and tirelessly reviewed student entrance portfolios for the past fifteen years;

THEREFORE, be it resolved that the Board of Visitors recognizes Professor Derek S. Myers, for his service to the university with the title Associate Professor Emeritus of Art & Art History.

RECOMMENDATION:

That the above resolution recommending Professor Derek S. Myers for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. Lester H. Myers faithfully served Virginia Tech for 10 years in the College of Agriculture & Life Science, beginning in 1992; and

WHEREAS, as a member of the faculty in the Department of Agriculture & Applied Economics, he served as Head of the department for the entire duration of his service; and

WHEREAS, he provided the citrus industry with innovative marketing strategies and taught agricultural policy based on solid content and prior experiences; and

WHEREAS, he authored 9 book chapters, 9 refereed journal articles, 14 refereed research bulletins, 21 proceedings and periodical articles, and 48 industry reports; and

WHEREAS, he served the profession as Associate Editor of the *American Journal of Agricultural Economics* and as a member of the Board of Directors of the American Agricultural Economics Association Foundation;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Lester H. Myers for his service to the university with the title of Professor Emeritus of Agricultural & Applied Economics.

RECOMMENDATION:

That the above resolution recommending Dr. Lester H. Myers for emeritus status be approved.

**RESOLUTION FOR EMERITA STATUS
June 2, 2003**

WHEREAS, Dr. Barbara J. Pendergrass faithfully served Virginia Tech for 24 years in the Division of Student Affairs, beginning in 1979; and

WHEREAS, she made Virginia Tech a welcoming place for all students, through her own personal actions and through the model she set for others, offering a listening ear, a warm heart, and sometimes a place at her table; and

WHEREAS, she developed a strong team model for responding to student problems of all kinds including crises, involving all members of her own staff and training staff from other departments, and personally provided comfort and support for families of students in times of crisis and tragedy; and

WHEREAS, she provided exceptional leadership to Virginia Tech on diversity issues, establishing the Diversity Summit, the Celebration for Diversity, and numerous other campus-wide dialogues and events at which all voices were heard and all cultures celebrated; and

WHEREAS, under her leadership, the Dean of Students Office provided such excellent support to the university in its efforts to improve the campus climate for diversity that her office received the university's Exemplary Department Award; and

WHEREAS, she advanced the cause of students with disabilities at Virginia Tech by establishing the Disability Care Team, involving faculty members and academic administrators in developing appropriate accommodations for students with unusual needs; and

WHEREAS, she was so widely respected by students, faculty members, and administrators that she was sometimes regarded as the conscience of the university community;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Barbara J. Pendergrass for her service to the university with the title of Dean Emerita of Students.

RECOMMENDATION:

That the above resolution recommending Dr. Barbara J. Pendergrass for emerita status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. John V. Perumpral faithfully served Virginia Tech for over 33 years in the College of Agriculture & Life Sciences and the College of Engineering, beginning in 1970; and

WHEREAS, as a member of the faculty in the Department of Biological Systems Engineering (BSE), he made significant contributions to the fields of agricultural and forestry mechanization, soil-machine systems, and fluid power systems; and

WHEREAS, he served as Head of the BSE for the past 17 years and provided leadership to position the department for a promising and secure future in the university, obtaining a change in department and degree program name, guiding curriculum revision, streamlining and better focusing the BSE program, increasing undergraduate enrollment, establishing a Ph.D. program, obtaining investment in new departmental laboratories, and initiating a major capital campaign; and

WHEREAS, he was elected a Fellow of the American Society of Agricultural Engineers, having served in substantial roles on 15 committees, including Chair of the National Meetings Council; and

WHEREAS, he translated his knowledge and expertise to scientists, practitioners, and governmental agencies at the state, national, and international level, directly or indirectly benefiting agriculture and engineering;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. John V. Perumpral for his service to the university with the title of William S. Cross Professor Emeritus of Biological Systems Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. John V. Perumpral for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Dr. Arun G. Phadke faithfully served Virginia Tech for 21 years in the College of Engineering, beginning in 1982; and

WHEREAS, as a member of the faculty in the Bradley Department of Electrical & Computer Engineering (ECE), he was a dedicated teacher of a wide range of courses from the sophomore to the advanced graduate level and was named a University Distinguished Professor; and

WHEREAS, he advised and counseled numerous undergraduate and graduate students during his career in ECE, serving as the graduate advisor for 26 masters and 30 doctoral students; and

WHEREAS, through authoring 225 technical publications, and being awarded 5 patents, he made significant contributions in research to computer relaying and the conception of the synchronized-phasor measurement technique using global positioning systems satellite signals; to the field of digital control, protection, and monitoring of power electrical systems; and to leadership in electric power systems engineering education and research, which has advanced digital techniques for monitoring, control and protection of power systems; and

WHEREAS, he served in a number of international professional technical societies, including being a Fellow of the Institute of Electrical & Electronics Engineers;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Arun G. Phadke for his service to the university with the title of University Distinguished Professor Emeritus of Electrical & Computer Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. Arun G. Phadke for emeritus status be approved.

RESOLUTION FOR EMERITA STATUS
June 2, 2003

WHEREAS, Dr. Cosby Steele Rogers faithfully served Virginia Tech for 30 years in the College of Human Sciences & Education, beginning in 1973; and

WHEREAS, as a member of the Department of Human Development, she was a pioneer in distance learning, teaching one of Virginia Tech's first on-line courses and teaching to at least 250 students almost every semester; and

WHEREAS, she participated actively in developing and implementing the five-year BS/MAED program in early childhood education, leading the first cohort group through to graduation in Fall 2000; and

WHEREAS, she published 32 refereed journal articles, 5 books, and 5 chapters; and she produced several instructional videos, one of which is marketed world-wide as a Virginia Tech Intellectual Property; and

WHEREAS, she founded both the College of Human Resources Alumni Association and the Virginia Association for Early Childhood Teacher Educators; she served as secretary of the Virginia Association for Early Childhood Education; and she was a member of the executive board of the Association for the Study of Play; and

WHEREAS, her co-authored book, Play in the Lives of Children, has sold approximately 10,000 copies and has been translated into three non-English languages;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Cosby Steele Rogers for her service to the university with the title of Professor Emerita of Human Development.

RECOMMENDATION:

That the above resolution recommending Dr. Cosby Steele Rogers for emerita status be approved.

**RESOLUTION FOR EMERITA STATUS
June 2, 2003**

WHEREAS, Dr. Janet K. Sawyers faithfully served Virginia Tech for 24 years in the College of Human Sciences & Education, beginning in 1979; and

WHEREAS, as a member of the faculty in the Department of Human Development, she held a number of important administrative posts, including Director of the Child Development Laboratory (1979-1995), Director of Undergraduate Studies (1991-1993), Director of Graduate Studies (1996-2003), and Assistant Department Head (2001-2003); and

WHEREAS, she was recognized as an award winning teacher of undergraduate and graduate students, winning the University Alumni Teaching Award, and she served as the Chair of the University Academy of Teaching Excellence; and

WHEREAS, she advised and mentored many undergraduate and graduate students, directed a large number of theses and dissertations, and was recognized for her excellence in advising by the College of Human Sciences & Education Excellence in Graduate Student Advising Award; and

WHEREAS, she published books and numerous articles on play and creativity; and she served as the President of the Virginia Association for Early Childhood Education, as well as other offices, and she served on editorial boards for creativity and early childhood education journals;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Janet K. Sawyers for her service to the university with the title of Professor Emerita of Human Development.

RECOMMENDATION:

That the above resolution recommending Dr. Janet K. Sawyers for emerita status be approved.

**RESOLUTION FOR POSTHUMOUS EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. Patrick F. Scanlon faithfully served Virginia Tech for 32 years in the College of Natural Resources, beginning in 1971; and

WHEREAS, as a member of the faculty in the Department of Fisheries & Wildlife Sciences, he was a dedicated teacher of a wide range of courses from the freshman to the advanced graduate level; and

WHEREAS, he advised and counseled numerous undergraduate and graduate students during his career, including creating and teaching courses in wildlife biology, wildlife physiology, nutrition and toxicology, and vertebrate pest management, serving as the graduate advisor for 26 masters and 6 doctoral students; and

WHEREAS, he made significant contributions in research on wildlife physiology, toxicology, nutrition, and wild-animal damage management, authoring approximately 250 publications, presenting over 400 research presentations, and obtaining funding for 40 research projects; and

WHEREAS, he was appointed to the Natural Research Council Task Force on Nutrient Requirements & Dietary Guidelines for Wild Animals, and was elected President of the Faculty Senate and President of Gamma Sigma Delta, and

WHEREAS, he died tragically on March 5, 2003, while on a research excursion in Taiwan;

THEREFORE, be it resolved that the Board of Visitors posthumously recognizes Dr. Patrick F. Scanlon for his service to the university with the title of Professor Emeritus of Fisheries & Wildlife Sciences.

RECOMMENDATION:

That the above resolution recommending Dr. Patrick F. Scanlon for emeritus status be approved.

**RESOLUTION FOR EMERITA STATUS
June 2, 2003**

WHEREAS, Dr. Carroll U. Stephens faithfully served Virginia Tech for 10 years in the Pamplin College of Business, beginning in 1993; and

WHEREAS, as a member of the faculty in the Department of Management, she made considerable contributions to teaching at the undergraduate and doctoral levels in the areas of organizational behavior, organization theory, and business ethics; and

WHEREAS, she mentored a large number of doctoral students who went on to teach or conduct research at other universities; and she capably served on many department committees; and

WHEREAS, she earned a national and international reputation as an innovative theoretical thinker and a meticulous researcher, contributing to the achievement of a high national ranking for the Department of Management in the area of business ethics;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Carroll U. Stephens for his service to the university with the title of Associate Professor Emerita of Management.

RECOMMENDATION:

That the above resolution recommending Dr. Carroll U. Stephens for emerita status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. William G. Sullivan faithfully served Virginia Tech for 12 years in College of Engineering, beginning in 1989; and

WHEREAS, as a member of the faculty in the Grado Department of Industrial & Systems Engineering, he was a dedicated teacher of undergraduate and advance graduate level courses in manufacturing systems engineering; and

WHEREAS, he served as the option-area coordinator for manufacturing systems engineering, advised and counseled numerous students during his career, and served as the graduate advisor for 32 masters and 11 doctoral students; and

WHEREAS, he made significant contributions in research in engineering economic analysis, activity-based and parametric-cost estimating, multi-attribute decision modeling, environmentally-conscious engineering, and the microeconomic aspects of lean and agile manufacturing, authoring over 19 books and conference proceedings and over 144 scientific publications and technical presentations at national and international meeting; and

WHEREAS, he served several professional technical societies, became a Fellow of the Institute of Industrial Engineers, and served on numerous editorial and advisory boards associated with his teaching and research interests;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. William G. Sullivan for his service to the university with the title of Professor Emeritus of Industrial & Systems Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. William G. Sullivan for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Dr. Herman L. Warren faithfully served Virginia Tech for over 13 years in the College of Agriculture & Life Sciences, beginning in 1989; and

WHEREAS, as a member of the faculty in the Department of Plant Pathology, Physiology, & Weed Science, he was a dedicated teacher of the genetics of host-parasite interactions; and

WHEREAS, he advised and counseled numerous graduate students during his career, serving as the graduate advisor for 7 masters and 12 doctoral students; and

WHEREAS, he made significant research contributions to the study and control of diseases in crops and, through the introduction of exotic maize germplasm, developed multi-disease resistance in lines adapted to local regions without sacrificing yield, developed maize lines resistant to southern rust, showed that nitrification inhibitors reduced nitrogen soil loss and increased yield, demonstrated that fungal pathogen recognition resulted in translational alterations, and developed diagnostic tests to viable fungal propagules; and

WHEREAS, he served as a reviewer for numerous international projects, grants, and journals;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Herman L. Warren for his service to the university with the title of Professor Emeritus of Plant Pathology, Physiology, & Weed Science.

RECOMMENDATION:

That the above resolution recommending Dr. Herman L. Warren for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. Orion F. White, Jr. faithfully served Virginia Tech for 23 years in the College of Architecture & Urban studies, beginning in 1980; and

WHEREAS, as a member of the faculty in the Center for Public Administration & Policy, he was a dedicated teacher of masters and doctoral students, touching both his students and practitioners in the field with his unique insight into the promise of governance and democracy; and

WHEREAS, he served as supervisor to more than 24 doctoral students, was a member of numerous other dissertation committees, and was academic advisor to a large number of masters students; and

WHEREAS, his numerous academic articles, his collaboration on the renowned treatise, Refounding Public Administration, and the works produced in partnership with fellow scholar Cynthia McSwain, Legitimacy in Public Administration and Invitation to Public Administration stand as shining examples of the contribution academia offers to the expansion and new understanding of democratic governance; and

WHEREAS, he collaborated with over 200 government agencies to improve their executive development programs, management systems, and teamwork; and he has devoted his life and his work to the study and advancement of civic virtue and public service;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Orion F. White, Jr. for his service to the university with the title of Professor Emeritus of Public Administration & Policy.

RECOMMENDATION:

That the above resolution recommending Dr. Orion F. White, Jr. for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Dr. Garth L. Wilkes served Virginia Tech for 25 years in the college of Engineering, beginning in 1978; and

WHEREAS, as a member of the faculty in the Department of Chemical Engineering, he was a dedicated teacher of a wide range of introductory and advanced courses in polymers and of a unique course on communication skills; and

WHEREAS, he advised and counseled numerous undergraduate and graduate students during his career, served as dissertation advisor of 14 masters and 49 doctoral students, and hosted 14 post-doctoral fellows and visiting scientists; and

WHEREAS, he served as the Co-Director of the Polymer Materials & Interface Laboratory since 1978; he served for six years as Director of the Materials Engineering Science interdisciplinary doctoral program; and he was named the Fred W. Bull Professor of Chemical Engineering in 1981 and a University Distinguished Professor in 1999; and

WHEREAS, he made significant contributions in research in the area of polymer processing, structure, and property behavior of polymers, authoring or co-authoring nearly 300 peer-reviewed research papers, 40 book chapters, and 175 preprints and publications in conference proceedings, receiving 7 U.S. Patents, and co-editing 3 monographs; and

WHEREAS, he made significant contributions to the profession by organizing and chairing two Gordon Research Conferences; served as session chair for many meetings and symposia organized by the American Chemical Society (ACS); served as the Co-Editor of the *Journal of Macromolecular Science-Polymer Reviews* for more than 20 years; served on the advisory boards of several other journals including *Polymer Bulletin*, *Journal of Applied Polymer Science*, *Journal of Polymer Engineering*, *Journal of Inorganic and Organic Materials*, *Chemistry of Materials*, and *Journal of Macromolecular Science - Pure and Applied Chemistry*; and

WHEREAS, he taught more than 250 short courses on polymer science and engineering given either directly on site at industrial organizations or organized by the ACS, benefiting more than 1,200 practicing engineers and scientists; and

WHEREAS, he received numerous awards including the Creative Polymer Chemistry Award of the Polymer Division of the ACS in 1987; Virginia Tech Alumni Award for Research Excellence in 1989; Netzch Instruments Frank Giblin Memorial Award in Polymer Analysis in 1998; College of Engineering Dean's Research Award in 1999; and best paper awards from ACS Rubber Division in 1985, the Society of Plastics Engineers, and the Technical Association of Pulp & Paper Industry, both in 2001;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Garth L. Wilkes for his service to the university with the title of University Distinguished and Fred W. Ball Professor Emeritus of Chemical Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. Garth L. Wilkes for emeritus status be approved.

RESOLUTION FOR EMERITUS STATUS
June 2, 2003

WHEREAS, Dr. Robert C. Williges faithfully served Virginia Tech for 27 years in the College of Engineering, beginning in 1976; and

WHEREAS, as a member of the faculty in the Grado Department of Industrial & Systems Engineering (ISE), he was a dedicated teacher of undergraduate and advanced graduate level courses in human factors engineering; and

WHEREAS, he served as the ISE graduate program director, and advised and counseled numerous students during his career, serving as the graduate advisor for 46 masters and 15 doctoral students; and

WHEREAS, he was appointed as the Ralph H. Bogle Professor of ISE, and was the founder and director of the Human-Computer Interaction Laboratory; and

WHEREAS, he made significant contributions in research on human-computer interaction, computer-based training procedures, human factors research methodology, technology for computer users with disabilities, human factors engineering in manufacturing, and emerging human-computer interfaces involving visualization and computer-based conferencing; and

WHEREAS, he authored over 275 scientific publications and made over 190 technical presentations at national and international scientific meetings; and

WHEREAS, he served several professional technical societies, became a Fellow and President of both the Human Factors & Ergonomics Society and The Society of Engineering Psychologists of the American Psychological Association, and was editor of the *Human Factors Journal*;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Robert C. Williges for his service to the university with the title of Ralph H. Bogle Professor Emeritus of Industrial & Systems Engineering.

RECOMMENDATION:

That the above resolution recommending Dr. Robert C. Williges for emeritus status be approved.

**RESOLUTION FOR EMERITUS STATUS
June 2, 2003**

WHEREAS, Dr. Richard E. Zody faithfully served Virginia Tech for 27 years in the College of Architecture & Urban Studies, beginning in 1976; and

WHEREAS, he advised scores of graduate students and taught many students in professional and academic courses in public management, budgeting and financial management, nonprofit organizations, and program evaluation, among others; and

WHEREAS, he served as Chair of the Urban Affairs Program (1976-1980) and Director of the Institute for Public Management (1986-2003); and he made significant contributions to the Commonwealth of Virginia, serving as Special Advisor to the Secretary of Education (1983), and Director of Program Budget Review & Evaluation (1980-1982); and

WHEREAS, as an active researcher, he produced more than 60 publications, manuals, and research reports; and he served his profession and his community through such positions as member of the Montgomery County School Board (1987-1991) and Managing Editor of the prestigious journal, *Public Budgeting and Finance* (1989-2000); and

WHEREAS, he contributed to the university's outreach mission by applying his unique expertise in public management throughout the world through U.S. Treasury- and U.S. AID-sponsored missions and other projects in Moldova, Ukraine, Estonia, Lithuania, Armenia, Bosnia/Herzegovina, Georgia, Guyana, Nigeria, and Indonesia, among others;

THEREFORE, be it resolved that the Board of Visitors recognizes Dr. Richard E. Zody for his service to the university with the title of Professor Emeritus of Urban Affairs & Planning.

RECOMMENDATION:

That the above resolution recommending Dr. Richard E. Zody for emeritus status be approved.

FACULTY LEAVES

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:

George R. Terrell, Associate Professor, Department of Statistics, for AY 2003-2004, to be a Visiting Professor at Rice University, Houston, Texas, and to engage in collaborative research in data smoothing and nonparametric data modeling in their Department of Statistics.

Richard L. Shryock, Associate Professor, Department of Foreign Languages & Literatures, for AY 2003-2004, to conduct archival research and to examine original documents and letters only available at the National Library of France and the Paris Police Archives, with the work culminating in the writing of a book entitled The Politics of Decadence: The Symbolist Movement and the Third Republic.

RECOMMENDATION:

That the above Study-Research Leaves be approved as requested.

FACULTY PERSONNEL CHANGES
June 1 - 2, 2003

TEACHING AND RESEARCH FACULTY

NEW APPOINTMENTS

NAME	TITLE	DEPARTMENT	EFF DATE	% APPT	ANNUAL RATE
<u>Arts & Sciences</u>					
Ali, Mir Farooq	Instructor - Rstr	Computer Science	02-10-03	100	\$ 42,000
Dorrell, David	Instructor - Rstr	Geography	08-10-03	100	\$ 32,500
Dunsmore, Julie	Assistant Professor	Psychology	08-10-03	100	\$ 60,000
Goodwin, William	Visiting Asst Professor - Rstr	Philosophy	08-10-03	100	\$ 35,000
Kao, Grace	Assistant Professor	Cntr for Interdisciplinary Studies	08-10-03	100	\$ 51,000
Rude, Carolyn	Professor w/ Tenure	English	08-10-03	100	\$ 90,000
Trent, Tiffany	Instructor	English	08-10-03	100	\$ 28,000
Wemhoener, Jane	Instructor	English	08-10-03	50	\$ 15,456
Xiao, Shuhai	Assistant Professor	Geological Sciences	08-10-03	100	\$ 52,500
<u>Engineering</u>					
Chan, Lap Mui Ann	Assistant Professor	Industrial & Systems Engineering	08-10-03	100	\$ 69,000
<u>Executive Vice President</u>					
Lazar, Iuliana	Assistant Professor	VA Bioinformatics Institute	05-05-03	100	\$ 85,000
<u>Veterinary Medicine</u>					
Grant, David	Clinical Instructor - Rstr	Small Animal Clinical Sciences	08-18-03	100	\$ 64,000
Hamilton, Stephanie	Clinical Instructor - Rstr	Small Animal Clinical Sciences	08-01-03	100	\$ 60,000
Rossmeisl, John	Assistant Professor	Small Animal Clinical Sciences	08-01-03	100	\$ 77,500

TEACHING AND RESEARCH FACULTY**ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	EFF DATE	% APPT	ANNUAL RATE
<u>Agriculture & Life Sciences</u>					
Beers, Eric	Associate Professor	Horticulture	07-01-03	100	\$ 70,409
Benham, Brian	Assistant Professor	Biological Systems Engineering	07-01-03	100	\$ 79,000
Grange, Robert	Assistant Professor	Human Nutrition, Foods, & Exercise	07-01-03	100	\$ 60,000
Hagedorn, Charles	Professor	Crop & Soil Environmental Science	07-01-03	100	\$ 103,000
Jubb, Gerald	Professor	VA Cooperative Extension	03-10-03	100	\$ 135,000
Mallikarjunan, Kumar	Assistant Professor	Biological Systems Engineering	07-01-03	100	\$ 73,600
McElroy, Audrey	Assistant Professor	Animal & Poultry Science	04-25-03	100	\$ 67,000
Meadows, Robert	Assistant Professor	VA Cooperative Extension	02-25-03	100	\$ 87,525
Mostaghimi, Saied	Professor/Department Head	Biological Systems Engineering	07-01-03	100	\$ 144,200
Nickols-Richardson, Sharon	Assistant Professor	Human Nutrition, Foods, & Exercise	07-01-03	100	\$ 64,000
Saghai-Marooof, Mohammad	Professor	Crop & Soil Environmental Science	07-01-03	100	\$ 102,000
Scoggins, Holly	Assistant Professor	Horticulture	07-01-03	100	\$ 64,386
Tu, Zhijian	Assistant Professor	Biochemistry	07-01-03	100	\$ 64,000
Zhang, Chenming	Assistant Professor	Biological Systems Engineering	07-01-03	100	\$ 74,000
<u>Architecture & Urban Studies</u>					
Capone, Truman	Assistant Professor	Art & Art History	08-10-03	100	\$ 52,500
Carmin, JoAnn	Assistant Professor	Urban Affairs & Planning	08-10-03	100	\$ 52,150
Casto, Marilyn	Associate Professor	Interior Design	08-10-03	100	\$ 54,000
Clements, Terry	Associate Professor	Landscape Architecture	08-10-03	100	\$ 58,950
Ebrahim, Alnoor	Assistant Professor	Urban Affairs & Planning	08-10-03	100	\$ 62,700
Knoblauch, Ann Marie	Assistant Professor	Art & Art History	08-10-03	100	\$ 44,100
Martin, Shelly	Associate Professor	Architecture	08-10-03	100	\$ 57,720
O'Brien, Michael	Professor	Architecture	08-10-03	100	\$ 71,500
Rees, Andrew	Associate Professor	Center for Public Adm. & Policy	08-10-03	100	\$ 75,175
Richardson, Jesse	Assistant Professor	Urban Affairs & Planning	08-10-03	100	\$ 53,140
Van Hook, Bailey	Associate Professor	Art & Art History	08-10-03	100	\$ 76,411
White, Yosenis	Assistant Professor	Art & Art History	08-10-03	100	\$ 40,500

Continued

TEACHING AND RESEARCH FACULTY

ADJUSTMENTS

NAME	TITLE	DEPARTMENT	EFF DATE	% APPT	ANNUAL RATE
<u>Arts & Sciences</u>					
Bates, Samantha	Assistant Professor	Statistics Department	02-10-03	100	\$ 60,000
Cook, Samuel	Assistant Professor	Cntr for Interdisciplinary Studies	08-10-03	100	\$ 50,000
Cranford, Jack	Associate Professor	Biology	05-10-03	100	\$ 76,634
Graham, Kathryn	Instructor	English	02-10-03	75	\$ 29,612
			05-10-03	50	\$ 19,741
Mann, Jeffrey	Assistant Professor	English	08-10-03	100	\$ 40,000
Sinha, Akhuary	Professor	Geological Sciences	06-25-03	100	\$ 119,756
Tilley-Lubbs, Gresilda	Visiting Assistant Professor, Rstr	Foreign Languages & Literature	08-10-03	100	\$ 35,000
<u>Business</u>					
Brown, James	Professor	Marketing	08-10-03	100	\$ 126,710
Brown, Robert	Professor/Department Head	Accounting & Information Systems	07-01-03	100	\$ 165,991
Carlson, Kevin	Associate Professor	Management	08-10-03	100	\$ 78,645
Gnyawali, Devi	Associate Professor	Management	08-10-03	100	\$ 77,175
Kadlec, Gregory	Professor	Finance, Insurance, & Business Law	08-10-03	100	\$ 145,000
Kumar, Raman	Professor	Finance, Insurance, & Business Law	08-10-03	100	\$ 132,300
Maher, John	Associate Professor	Accounting & Information Systems	08-10-03	100	\$ 102,900
McGehee, Nancy	Assistant Professor	Hospitality & Tourism	08-10-03	100	\$ 62,700
Moreno, Kimberly	Assistant Professor	Accounting & Information Systems	08-10-03	100	\$ 94,500
Nottingham, Quinton	Associate Professor	Business Information Technology	08-10-03	100	\$ 86,000
Ozanne, Julie	Associate Professor	Marketing	08-10-03	100	\$ 108,130
Ragsdale, Cliff	Professor	Business Information Technology	08-10-03	100	\$ 102,000
Singal, Vijay	Professor/Department Head	Finance, Insurance, & Business Law	07-01-03	100	\$ 177,671
Wokutch, Richard	Professor/Department Head	Management	07-01-03	100	\$ 151,206
Zobel, Chris	Assistant Professor	Business Information Technology	08-10-03	100	\$ 87,000

Continued

TEACHING AND RESEARCH FACULTY**ADJUSTMENTS**

NAME	TITLE	DEPARTMENT	EFF DATE	% APPT	ANNUAL RATE
<u>Engineering</u>					
Dowling, Norman	Professor/Interim Dept Head	Engineering Science & Mechanics	04-10-03	100	\$ 126,300
Lockhart, Thurmon	Assistant Professor	Industrial & Systems Engineering	04-25-03	100	\$ 65,000
Sherali, Hanif	Professor/ES	Industrial & Systems Engineering	05-10-03	100	\$ 183,901
<u>Human Sciences & Education</u>					
Hicks, David	Assistant Professor	Teaching & Learning	04-25-03	100	\$ 50,023
Tedesco, John	Assistant Professor	Communication Studies	08-10-03	100	\$ 50,500
<u>Natural Resources</u>					
Amacher, Gregory	Associate Professor	Forestry	07-01-03	100	\$ 77,275
Berkson, James	Assistant Professor	Fisheries & Wildlife Sciences	07-01-03	100	\$ 72,636
Fraser, James	Professor	Fisheries & Wildlife Sciences	07-01-03	100	\$ 105,000
Kamke, Fredrick	Professor	Wood Science & Forest Products	07-01-03	100	\$ 98,978
Kelly, Marcella	Assistant Professor	Fisheries & Wildlife Sciences	07-01-03	100	\$ 62,000
Loferski, Joseph	Professor	Wood Science & Forest Products	07-01-03	100	\$ 81,609
Wynne, Randolph	Associate Professor	Forestry	07-01-03	100	\$ 76,780
<u>Research Division</u>					
Dingus, Thomas	Professor	VT Transportation Institute	04-01-03	100	\$ 195,961
<u>Veterinary Medicine</u>					
Barber, Don	Professor	Small Animal Clinical Sciences	04-01-03	100	\$ 119,700
Berry, Douglass	Instructor	Large Animal Clinical Sciences	05-01-03	100	\$ 60,000
Buechner-Maxwell, Virginia	Associate Professor	Large Animal Clinical Sciences	03-01-03	100	\$ 75,300
McKenzie, Harold	Assistant Professor	Equine Medical Center	05-10-03	100	\$ 70,000
Swecker, William	Associate Professor	Large Animal Clinical Sciences	04-07-03	100	\$ 83,600
Troy, Gregory	Professor	Small Animal Clinical Sciences	04-01-03	100	\$ 125,500
Whittier, William	Professor	Large Animal Clinical Sciences	04-01-03	100	\$ 102,700

ADMINISTRATIVE AND PROFESSIONAL

NEW APPOINTMENTS

NAME	TITLE	DEPARTMENT	EFF DATE	% APPT	ANNUAL RATE
<u>Agriculture & Life Sciences</u>					
Quisenberry, Sharron	Dean, College of Agriculture & Life Sciences w/ Tenure	College of Agriculture and Life Sciences	08-01-03	100	\$ 193,000
<u>Athletics</u>					
Cagle III, Daniel	Asst Women's Soccer Coach	Athletics	03-11-03	100	\$ 30,000
Greenberg, Brad	Asst Men's Basketball Coach	Athletics	04-08-03	100	\$ 70,000
Greenberg, Seth	Head Men's Basketball Coach	Athletics	04-07-03	100	\$ 164,736
<u>Veterinary Medicine</u>					
Lynch, Judith	Director of Outreach - Rstr	Veterinary Medicine	03-24-03	100	\$ 50,000
<u>Vice President for Alumni Relations</u>					
Hall, John	Assoc Dir of Alumni Relations	Alumni Relations	03-17-03	100	\$ 44,000
<u>Vice President for Development & University Relations</u>					
Edwards, Erin	Asst Dir of Dev for College of Engineering	University Development	05-20-03	100	\$ 55,000
Jackson, Tysus	Dir of Dev for Multicultural Affairs	University Development	03-28-03	100	\$ 45,000
Jones Jr, Robert	Asst Dir of Dev for College of Engineering	University Development	04-21-03	100	\$ 52,500
Shaver Sr, James	Dir of Dev Communication	University Development	04-14-03	100	\$ 70,000
<u>Vice President for Student Affairs</u>					
Freeman, Jeremy	Staff Physician	Schiffert Health Center	08-10-03	100	\$ 73,500
Hippeard, Scott	Staff Physician	Schiffert Health Center	05-01-03	100	\$ 84,000

ADMINISTRATIVE AND PROFESSIONAL

ADJUSTMENTS

NAME	TITLE	DEPARTMENT	EFF DATE	% APPT	ANNUAL RATE
<u>Agriculture & Life Sciences</u>					
Adcock, Michelle	Extension Agent	VA Cooperative Extension	03-01-03	100	\$ 33,600
Garrett, Paula	Extension Agent	VA Cooperative Extension	02-01-03	100	\$ 37,775
Goerger, Melanie	Assoc Extension Agent	VA Cooperative Extension	04-10-03	100	\$ 33,200
Johnson, Lonnie	District Director	VA Cooperative Extension	02-25-03	100	\$ 60,000
Nansel, Carol	Extension Agent	VA Cooperative Extension	02-10-03	100	\$ 44,858
Peek, Crystal	Assoc Extension Agent	VA Cooperative Extension	02-25-03	100	\$ 33,000
Poff, Karen	Extension Agent	VA Cooperative Extension	02-10-03	100	\$ 46,396
Saphir, McGann	Extension Agent	VA Cooperative Extension	02-25-03	100	\$ 37,351
Sutphin, H. Dean	Assoc Dean & Director w/ Tenure	Academic Programs	12-10-02	100	\$ 140,000
Travis, David	Extension Agent	VA Cooperative Extension	02-25-03	100	\$ 83,125
<u>Architecture & Urban Studies</u>					
Knox, Paul	Dean	Architecture	03-10-03	100	\$ 167,000
Orden, Denise	Assistant Dean	Architecture	08-10-03	100	\$ 50,600
<u>Arts & Sciences</u>					
Chang, Lay Nam	Dean, College of Science	Arts & Sciences	03-10-03	100	\$ 180,000
<u>Athletics</u>					
Smith, Gregory	Head Volleyball Coach	Athletics	02-28-03	100	\$ 44,000
Stokes, Roderick	Head Men's Basketball Coach	Athletics	03-25-03	100	\$ 158,016
<u>Dean of Libraries</u>					
O'Brion, Catherine	Assistant Professor, Rstr	University Libraries	03-17-03	50	\$ 18,000
<u>Human Sciences & Education</u>					
Niles, Jerome	Dean, College of Liberal Arts & Human Sciences	Human Sciences & Education	03-10-03	100	\$ 166,000
<u>Provost</u>					
Araman, Judith	Academic Advisor	University Studies	03-10-03	100	\$ 31,000
Daniel, Ronald	Academic Dir, CESA/Assoc Provost for Undergraduate Ed	Provost Office	04-10-03	100	\$ 118,766

Continued

ADMINISTRATIVE AND PROFESSIONAL

ADJUSTMENTS

NAME	TITLE	DEPARTMENT	EFF DATE	% APPT	ANNUAL RATE
<u>Research Division</u>					
Blair, James	Interim Vice Provost for Research	Office of Interdisciplinary Programs	04-01-03	100	\$ 150,000
<u>Veterinary Medicine</u>					
Eyre, Peter	Dean	Veterinary Medicine	03-10-03	100	\$ 181,915
<u>Vice President for Development & University Relations</u>					
Benton, Dianna	Director of Development for University Programs	University Development	02-12-03	100	\$ 37,890
Johnson, Kylie	Director of Development for College of Science	University Development	03-31-03	100	\$ 73,000
Palmer, Daniel	Asst Director of Development for College of Science	University Development	04-01-03	100	\$ 43,000
<u>Vice President for Multicultural Affairs</u>					
Cohen, Alicia	Asst to VP for Multicultural Affairs	Multicultural Affairs	04-10-03	100	\$ 33,075
<u>Vice President for Student Affairs</u>					
Cantrell, Dorothy	Dir of Student Activities	Univ Unions & Student Activities	03-25-03	100	\$ 52,500
Cinco, Nancy	Staff Psychiatrist	Schiffert Health Center	04-10-03	100	\$ 101,500
Keene, Frances	Victim Adjudication Svcs Coord, Rstr	Judicial Affairs	04-09-03	100	\$ 30,000
Morton, Clarresa	Dir of University Unions	Univ Unions & Student Activities	03-25-03	100	\$ 53,500
Ratcliffe, Donna	Director	Career Services	04-25-03	100	\$ 73,000
Vann, Melinda	Dir of Admin & Business Svcs	Univ Unions & Student Activities	03-25-03	100	\$ 50,000

SPECIAL RESEARCH FACULTY

NEW APPOINTMENTS

NAME	TITLE	DEPARTMENT	EFF DATE	% APPT	ANNUAL RATE
<u>Agriculture & Life Sciences</u>					
Boluarte, Tatiana	Postdoctoral Associate - Rstr	Plant Pathology, Physiology, & Weed Science	03-31-03	50	\$ 17,000
Carlson, Kitrina	Postdoctoral Associate - Rstr	Hampton Roads AREC	04-01-03	100	\$ 30,000
Jesiek, Julie	Research Associate - Rstr	Crop & Soil Environmental Sciences	04-07-03	100	\$ 37,000
Hontecillas-Magarzo, Raquel	Postdoctoral Associate - Rstr	Human Nutrition, Foods & Exercise	02-01-03	100	\$ 35,000
Ray, William	Postdoctoral Associate - Rstr	Biochemistry	04-21-03	100	\$ 35,000
Straub, Denise	Project Associate - Rstr	VA Cooperative Extension	04-28-03	100	\$ 35,000
<u>Arts & Sciences</u>					
Cao, Shugeng	Research Scientist - Rstr	Chemistry	04-17-03	100	\$ 34,000
Georgiev, Ivan	Postdoctoral Associate - Rstr	Physics	06-01-03	100	\$ 28,000
He, Yongtian	Sr Research Associate - Rstr	Geological Sciences	04-10-03	100	\$ 30,000
Khalil, Ashraf	Research Scientist - Rstr	Chemistry	02-19-03	100	\$ 32,700
Wang, Guangbin	Postdoctoral Associate - Rstr	Chemistry	03-27-03	100	\$ 28,000
<u>Engineering</u>					
Flockhart, Gordon	Research Associate - Rstr	Electrical & Computer Engineering	03-31-03	100	\$ 53,115
Yao, Kaiwei	Research Associate - Rstr	Cntr for Power Electronics Systems	03-17-03	100	\$ 50,000
<u>Executive Vice President</u>					
Deighton, Nigel	Sr Research Associate - Rstr	VA Bioinformatics Institute	04-14-03	100	\$ 63,000
Duca, Karen	Research Assistant Professor	VA Bioinformatics Institute	07-01-03	100	\$ 85,000
Hanlon, Regina	Research Associate - Rstr	VA Bioinformatics Institute	04-28-03	100	\$ 50,000
Martino-Catt, Susan	Project Director	VA Bioinformatics Institute	04-01-03	100	\$ 103,000
Osumi, Teruko	Postdoctoral Associate - Rstr	VA Bioinformatics Institute	03-21-03	100	\$ 45,000
<u>Natural Resources</u>					
Boyko, Wayne	Research Associate - Rstr	Conservation Management Institute	03-01-03	100	\$ 60,000
Convery, Ken	Project Associate - Rstr	Conservation Management Institute	04-21-03	100	\$ 28,000

Continued

SPECIAL RESEARCH FACULTY

NEW APPOINTMENTS

NAME	TITLE	DEPARTMENT	EFF DATE	% APPT	ANNUAL RATE
<u>Research Division</u>					
Ahn, Kyoungho	Sr Research Associate - Rstr	VT Transportation Institute	03-15-03	100	\$ 53,600
Mukundan, Thekkekara	Postdoctoral Associate - Rstr	Materials Research Institute	03-21-03	100	\$ 27,000
Parson, Shane	Sr Project Associate - Rstr	Cntr for Geospatial Information Technology	05-23-03	100	\$ 56,000
<u>Veterinary Medicine</u>					
Huang, Yaowei	Postdoctoral Associate - Rstr	Biomedical Sciences & Pathobiology	04-21-03	100	\$ 30,000
Kikuchi, Takane	Postdoctoral Associate - Rstr	Biomedical Sciences & Pathobiology	04-10-03	100	\$ 28,000

SPECIAL RESEARCH FACULTY

ADJUSTMENTS

NAME	TITLE	DEPARTMENT	EFF DATE	% APPT	ANNUAL RATE
<u>Agriculture & Life Sciences</u>					
Beck, Michel	Sr Research Associate, Rstr	Crop & Soil Environmental Science	03-10-03	50	\$ 25,329
Doak, Samuel	Research Associate, Rstr	Crop & Soil Environmental Science	05-10-03	100	\$ 27,200
Woffenden, Bonnie	Postdoctoral Associate, Rstr	Plant Pathology, Physiology, Weed Science	01-15-03	100	\$ 34,000
Zhang, Xunzhong	Research Scientist, Rstr	Crop & Soil Environmental Science	03-10-03	100	\$ 37,400
<u>Arts & Sciences</u>					
Ganesh, Thota	Research Scientist, Rstr	Chemistry	03-01-03	100	\$ 34,000
Zheng, Mei Ying	Postdoctoral Associate, Rstr	Biology	02-01-03	100	\$ 27,000
			06-01-03	100	\$ 28,500
<u>Engineering</u>					
Hasanyan, Davresh	Research Associate, Rstr	Engineering Science & Mechanics	03-01-03	100	\$ 32,000
Liang, Zhenxian	Research Scientist, Rstr	Power Electronic System	03-25-03	100	\$ 50,000
Park, Jae	Research Scientist, Rstr	Electrical & Computer Engineering	03-01-03	50	\$ 27,930
Tranter, Elizabeth	Research Associate, Rstr	Power Electronic System	03-25-03	100	\$ 59,510
Wang, Fei	Research Associate Professor, Rstr	Power Electronic System	03-25-03	100	\$ 105,000
Xu, Ming	Research Scientist, Rstr	Power Electronic System	03-25-03	100	\$ 55,000
<u>Research Division</u>					
Ghosh, Subiman	Postdoctoral Associate, Rstr	Materials Research Institute	03-10-03	100	\$ 30,000
Hanowski, Richard	Research Scientist, Rstr	VT Transportation Institute	03-01-03	100	\$ 90,950
McLaughlin, Shane	Sr Research Associate, Rstr	VT Transportation Institute	03-10-03	100	\$ 71,635
			04-09-03	100	\$ 65,123

RESEARCH AND DEVELOPMENT DISCLOSURE REPORT
January 1, 2003 - March 31, 2003

Reason for Conflict	Sponsor	Owner	Principal Investigator	Co - P.I.'s	College	Period of Performance	Award Amoun
Faculty-owned Business	Nanosonic, Inc.	R. O. Claus	W. Spillman	No Co-PI	Univ. Center	Jan 03 - Jun 03	\$5,000
Faculty-owned Business	Adaptive Technologies, Inc.	W. Saunders	Robert West	No Co-PI	Engineering	Oct 02 - Apr 03	\$21,022
Faculty-owned Business	Avid, LLC	A. Myklebust	J. Helge Bohn	No Co-PI	Engineering	Feb 02 - Dec 03	\$95,680

⁽¹⁾More detailed information on the subject of the project is available upon request.

2003-2004 PROMOTION, TENURE, AND CONTINUED APPOINTMENT PROGRAM

VIRGINIA TECH

Traditionally, increases for faculty promoted in the spring are effective at the beginning of the academic year (or in the case of calendar-year faculty, at the beginning of the fiscal year). Consistent with the 2003-2004 faculty compensation plan, salary adjustments are proposed at this time for faculty who have been promoted in rank during the 2002-2003 academic year. The following raises are recommended for promotions to:

Professor	\$3,500
Associate Professor	2,500
Assistant Professor	2,000

Extension faculty are also eligible for promotion in rank. The three ranks for extension faculty are Associate Agent, Agent, and Senior Agent. The following raises are recommended for promotions to:

Senior Agent	\$2,500
Agent	2,000

After the intensive evaluation of departments, colleges, and the University promotion and tenure (or continued appointment) committee, and in accordance with the faculty compensation plan, the following faculty are recommended for promotion and/or tenure or continued appointment.

		Recommended Salary for <u>2003-04</u>		<u>Increase Over 2002-03</u>		<u>Code</u>
				<u>Amount</u>	<u>Percent</u>	
<u>COLLEGE OF AGRICULTURE & LIFE SCIENCES</u>						
Bloomquist Jeffrey R	Professor	\$75,584	CY	\$3,500	4.86	2
Grisso Robert Dwight	Professor	100,000	CY	0	0.00	1
Hall John B	Asso Prof	72,500	CY	2,500	3.57	3
Holshouser David L	Asso Prof	64,600	CY	2,500	4.03	3
McGuirk Anya M	Professor	77,330	CY	3,500	4.74	2
Nickols-Richardson Sharon M	Asso Prof	56,071	AY	2,500	4.67	3
Smith Samuel R	Asso Prof	74,000	CY	0	0.00	1
Welbaum Gregory E	Professor	77,100	CY	3,500	4.76	2
Zoecklein Bruce W	Professor	81,850	CY	3,500	4.47	2
<u>COLLEGE OF ARCHITECTURE & URBAN STUDIES</u>						
Feuerstein Marcia F	Asso Prof	52,025	AY	2,500	5.05	3
Jones James R	Asso Prof	54,975	AY	2,500	4.76	3
Thabet Walid Y	Asso Prof	57,920	AY	2,500	4.51	3
Van Hook Leila B	Professor	75,111	CY	3,500	4.89	2
<u>COLLEGE OF ARTS & SCIENCES</u>						
Calasanti Toni M	Professor	62,000	AY	3,500	5.98	2
Carlier Paul R	Asso Prof	60,000	AY	0	0.00	1
Carroll Mary Beth R	Professor	83,750	AY	3,500	4.36	2
Crist Eileen L	Asso Prof	46,500	AY	2,500	5.68	3
Di Ventra Massimiliano	Asso Prof	63,500	AY	2,500	4.10	3
Ducker William A	Professor	78,500	AY	3,500	4.67	2
Fine Elizabeth C	Professor	67,500	AY	3,500	5.47	2
Friedman Bruce H	Asso Prof	52,800	AY	2,500	4.97	3
Haskell Peter E	Professor	68,000	AY	3,500	5.43	2
Heath Lenwood S	Professor	81,714	AY	3,500	4.47	2
Jones Robert H	Professor	93,500	CY	3,500	3.89	2
Kowalewski Michal	Asso Prof	55,500	AY	2,500	4.72	3
Law Richard D	Professor	74,000	AY	3,500	4.96	2
Long Timothy E	Professor	79,000	AY	3,500	4.64	2
Ramakrishnan Narendran	Asso Prof	71,170	AY	2,500	3.64	3
Scarpa Angela	Asso Prof	56,000	AY	2,500	4.67	3
Takeuchi Tatsu	Asso Prof	54,500	AY	2,500	4.81	3
Tauber Uwe C	Asso Prof	50,500	AY	2,500	5.21	3
Valett H Maurice	Asso Prof	55,500	AY	2,500	4.72	3
<u>COLLEGE OF BUSINESS</u>						
Carlson Kevin D	Asso Prof	77,400	AY	2,500	3.34	3
Gnyawali Devi R	Asso Prof	76,000	AY	2,500	3.40	3
Maher John J	Professor	101,500	AY	3,500	3.57	2
Moreno Kimberly K	Asso Prof	90,000	AY	2,500	2.86	3
Mozumdar Abon	Asso Prof	104,000	AY	2,500	2.46	3
Poppo Laura H	Asso Prof	83,800	AY	2,500	3.08	3

		Recommended Salary for 2003-04		Increase Over 2002-03		Code
				Amount	Percent	
<u>COLLEGE OF ENGINEERING</u>						
Athanas Peter M	Professor	94,523	AY	3,500	3.85	2
Case Scott W	Asso Prof	87,685	CY	2,500	2.93	3
Duma Stefan M	Asso Prof	66,000	AY	2,500	3.94	3
Easterling William S	Professor	110,090	CY	3,500	3.28	2
Ellis Kimberly P	Asso Prof	72,130	AY	2,500	3.59	3
Filz George M	Professor	81,950	AY	3,500	4.46	2
Flintsch Gerardo W	Asso Prof	69,010	AY	2,500	3.76	3
Hajj Muhammad R	Professor	78,130	AY	3,500	4.69	2
Hall Christopher D	Professor	81,500	AY	3,500	4.49	2
Huang Qin	Professor	79,131	AY	3,500	4.63	2
Kachroo Pushkin	Asso Prof	67,580	AY	2,500	3.84	3
Kasarda Mary E	Asso Prof	69,990	AY	2,500	3.70	3
Lohani Vinod K	Asso Prof	57,250	AY	2,500	4.57	3
Lu Guo Quan	Professor	79,485	AY	3,500	4.61	2
Rakha Hesham A	Asso Prof	91,517	CY	2,500	2.81	3
Teodorovic Dusan	Professor	84,060	AY	3,500	4.34	3
Thole Karen A	Professor	106,808	CY	3,500	3.39	2
Van Aken Eileen Morton	Asso Prof	74,720	AY	2,500	3.46	3
<u>COLLEGE OF HUMAN SCIENCES & EDUCATION</u>						
Barksdale Mary Alice	Asso Prof	63,000	AY	0	0.00	1
Sanders Mark E	Professor	80,276	AY	3,500	4.56	2
Wilkins Jesse L	Asso Prof	52,117	AY	2,500	5.04	3
<u>COLLEGE OF NATURAL RESOURCES</u>						
Hallerman Eric M	Professor	78,868	CY	3,500	4.64	2
<u>COLLEGE OF VETERINARY MEDICINE</u>						
Elvinger Francois C	Asso Prof	90,000	CY	0	0.00	1
Inzana Karen D	Professor	87,600	CY	3,500	4.16	2
Meng Xiang-Jin	Asso Prof	73,300	CY	2,500	3.53	3
Pancieria David Lawrence	Professor	82,600	CY	3,500	4.42	3
Pickett James P	Professor	88,500	CY	3,500	4.12	2
Sriranganathan Nammalwar	Professor	84,000	CY	3,500	4.35	2
<u>LIBRARIES</u>						
Brown Byron L	Asst Prof	52,971	CY	0	0.00	4
Krupar Ellen M	Asst Prof	49,312	CY	0	0.00	4
Merrill Margaret C	Asst Prof	48,749	CY	0	0.00	4

		Recommended Salary for <u>2003-04</u>		<u>Increase Over 2002-03</u>		<u>Code</u>
				<u>Amount</u>	<u>Percent</u>	
<u>VICE PRESIDENT FOR STUDENT AFFAIRS</u>						
Turrentine Cathryn G	Asso Prof	93,227	CY	2,500	2.76	2

VIRGINIA COOPERATIVE EXTENSION

Bendfeldt Eric S	Agent	38,800	CY	2,000	5.43	2
Chappell Glenn F	Agent	42,201	CY	2,000	4.98	2
Elmer Billie Jean	Agent	45,250	CY	2,000	4.62	2
Goerlich Daniel Lee	Agent	37,450	CY	2,000	5.64	2
Harpole Douglas N	Agent	42,600	CY	2,000	4.93	2
Lawrence Christophe L	Agent	38,300	CY	2,000	5.51	2
Puffenbarger Susan M	Agent	39,050	CY	2,000	5.40	2
Schalk Rita J	Agent	42,815	CY	2,000	4.90	2
Sprenger Cristin L	Agent	35,000	CY	2,000	6.06	2

Code

- 1 Tenure
- 2 Promotion
- 3 Promotion and Tenure
- 4 Continued Appointment
- 5 Promotion and Continued Appointment

RECOMMENDATION:

That Promotions and Awards of Tenure or Continued Appointment be approved.

**NCAA WOMEN'S BASKETBALL TOURNAMENT
BONUS RECOMMENDATIONS**

The Virginia Tech Women's Basketball program had a successful season culminating in post-season NCAA Tournament play; the Lady Hokies finished their season with a record of 22-wins and 10-losses. The seventh-seeded Virginia Tech Lady Hokies fell to second-seeded Purdue Boilermakers in the second round, after defeating Georgia Tech in the first round of the NCAA East Regional tournament held in West Lafayette, Indiana. Virginia Tech Women's Basketball has appeared in post-season play in each of the last six years, with 20 or more regular season wins.

In recognition of the dedication and efforts of the women's basketball coaching staff, and in accordance with the terms of Coach Henrickson's contract, bonuses totaling \$19,000 are distributed among the Women's Basketball coaching staff. The bonuses are one-time awards and do not affect base salaries. All bonuses are funded from the Athletic Department budget for post-season play.

RECOMMENDATION: That the contractual bonuses as described on the attached schedule be ratified.

June 2, 2003

NCAA WOMEN'S BASKETBALL TOURNAMENT BONUSES

June 2, 2003

<u>Contractual Bonus</u>	<u>Title</u>	<u>Bonus</u>
Henrickson, Bonnie	Head Basketball Coach	\$ 10,000
Lange, Karen C.	Assistant Coach	3,000
Lee, Mary "Angie"	Assistant Coach	3,000
Patton, Kathryn O.	Assistant Coach	<u>3,000</u>
		\$ 19,000