

**Academic Committee Meeting
January 31, 2022
10:00-11:30 A.M.
Pamplin 1028/ZOOM**

Attendees:

Boyle, Kevin
Carlson, Kevin
Davidson, Robert
Ghandforoush, Parviz
Gnyawali, Devi
Hall, Janice Branch
Hunnings, Kay
Khansa, Lara
Mitchell, Elizabeth
Russell, Robin
Singal, Vijay
Sumichrast, Robert
Xiang, Phil

Absent:

Recording Secretary

Ridpath, Kimberly

Minutes/Action Items/Announcements

Dean Sumichrast welcomed the committee to its first meeting of 2022. He noted that Rob Davidson is now the head of ACIS. Sumichrast welcomed Frank May to the committee, as acting department head while Rajesh Bagchi is on research leave. Robin Russell is going to be stepping down as department head when she retires on September 1st. Sumichrast asked the committee to encourage their faculty and staff to participate in Thursday's winter meeting. The key issues include an update on the dean's search and a discussion of participation in the climate survey. Sumichrast said he would attend the next department head meeting for a discussion of the implementation plan.

Carryover Funds

Kay Hunnings recognized that the college and departments relied on a buffer of carryover funds, each year. She said that there has been discussion at the university about the amount of carryover. The committee discussed use for these funds and the need for future flexibility. Hunnings encouraged everyone to think carefully about plans for carryover in case the university determines these funds may be reduced.

Future of Work Pilot

Hunnings provided an update on the future of work pilot. She referred the committee to a document, listing “guiding telework principles”. The committee discussed implementing the principles. No changes were proposed.

First Summer Research Grant Timing

Early in the pandemic, colleges and other Virginia Tech units received reductions to funding and operated with great financial uncertainty. The academic committee agreed to limit when new faculty received college funded summer research grants. Hunnings said that the budget crisis had passed and led a discussion of the timing for these grants. The committee reached a consensus, that the college will provide the first grant in the summer, when a new faculty member is hired. The college will allow flexibility in timing for individual circumstances.

Giving Day

Elizabeth Mitchell said plans for giving day are underway. It will take place on February 23rd and 24th, from noon to noon. Departments in other units can receive funding from their supporters directly and in addition, receive bonus funding, determined by their position on a leader board for the units receiving the most individual gifts. Mitchell described training that had taken place last week, Friday, and that is scheduled for this Friday. She led a discussion about other ways units can increase their success through giving day. PRISM students will be reaching out to department heads, asking for messages that they can promote on social media, leading up to Giving Day. It was suggested that students receive graduation chords to identify those students who participated in Giving Day.

Policy Updates

Carlson had distributed proposed updates for four Pamplin policies. He said policy 135 (faculty summer research grant program) was modified to provide an incentive for faculty to continue research until they retired, as had been agreed to in principle, at a previous meeting. Consensus was to adopt the language as written. Carlson said policy 440 (the administrative review process) was modified to include assistant and associate department heads. The committee supported this change. Next, Carlson proposed a revision to policy 460 (the procedure for geographical faculty transfer). A change in wording made the meaning of “COLA” explicit. The consensus was to adopt the revision. Carlson reviewed proposed changes to policy 480 (faculty pre-tenure reviews). He said the change clarified the process and made Pamplin policy consistent with the faculty handbook. The committee discussed the effort, value, and consequences of a substantial review of all associates. There was agreement to not come to a conclusion today. Carlson will update the policy to consider the discussion points provided

at today's meeting. Sumichrast said other policies are being revised, including policy 495, which governs Pamplin's standing committees.

New Action Items:

1. Mitchell will coordinate providing specific chords for those students who participate in Giving Day.
2. Carlson will discuss the university policy on reviews for associate professors with Ron Fricker. He will revise the proposed changes to Pamplin policy 480.
3. Carlson will request an update on Qualtrics pricing.