

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
STAFF SENATE
1810 Litton Reaves
Minutes of the Regular Meeting
Thursday, September 18, 1997

Senators Present: Spencer Allen, Jody Bolen, Mary Conrad, Reba Crawford
Judy Fielder, Janet Francis, Cindy Harrison, Delbert Jones, Terry Lawrence, Ben Poe,
Peggy Rasnick, Tina Shanklin, Joy Thorn, Janet Town, Virginia Viers, John Wooge.

Alternates: Brenda Husser for Barbara Day, Patrick Donahoe for Matt Gart, Jill
Elswick for Tom Hergert, Catherine Bond serving as an alternate for GASA.

Excused: Sherry Burlingame, Barbara Day, Tom Hergert, Joyce Longrie, Kathleen
McNinney, Nancy Phillips.

Visitors: Dr. David Conn, University Self-Study
Kamal Rojiani (Faculty Senate Representative)

Spencer Allen called the meeting to order at 5:30 PM.

University Self-Study Presentation

Dr. David Conn gave a presentation on the University Self-Study process that is
currently underway. A self-study must be done every ten years to establish re-
affirmation of accreditation by the Southern Association of Colleges and Schools.

There are two components of the study:

1. Institutional Effectiveness
2. Strategic Component - Information Technology

Information will be assembled and the final report written and signed in
December 1997. This report will be available on the Self-Study Homepage and
the university community is asked for input as to the accuracy of the report.
The "Team Visit" part of the process will take place March 15-18, 1998 at the
Donaldson-Brown Center. The final decision on accreditation by SACS will be received
by December 1998.

Acknowledged in the Self-Study of particular interest to classified staff :

1. Diverse classifications of staff - (clerical, administrative, professional, technical,
skilled, service.
2. Changing roles of staff.

3. Varying use of information technology.
4. Decrease in the numbers of staff as shown:

	<u>1986</u>	<u>1996</u>
Students	21,465	25,337
Inst.Faculty	1,396	1,410
Full-Time Staff	4,638	4,016

5. Information Technology -

Two-thirds of the staff agree that Information Technology has improved ability to carry out their jobs.

29% agree that training is available.

81% agree that more updated training is needed.

6. Staff Reward System Concerns -

Lack of Flexibility.

Lack of funding for Incentive Pay Plan.

70% agree that staff efforts to improve performance through information technology should be given greater recognition in performance evaluation.

For more information on the Self-Study, please check the Web Site. The address is:

<http://www.vt.edu:10021/admin/provost/selfstudy>

Any comments should be sent to "selfstudy@vt.edu".

Approval of Minutes:

Minutes from August 21, 1997 meeting were approved with one change. Cindy Harrison pointed out there are 13 CPS members at Tech, not 10 as previously stated.

Special Election

- I. University Council - to replace Kathleen McNinney who has stepped down.
New term will begin 7/99.

Peggy Rasnick - Sponsored Programs - was nominated and elected.

- II. Commission on Administrative Professional Faculty Affairs -To replace Ben Poe for one year.

Janet Town - Architecture - was nominated and elected.

- III. Commission on Graduate Studies and Policies - temporary two year appointment. New term will begin 7/99.

Jack Davis - Biological System Engineering.

Jody Bolen - Center for Public Adm. & Policy was nominated and elected.

- IV. Commission on Student Affairs - temporary two year appointment. New term will begin 7/99.

Judy Fielder - Plant Path., Phys. & Weeds was nominated and elected.

- V. Commission on Classified Staff Affairs - temporary two year appointment. New term will begin 7/99. - (Staff Representative from Academic Area)

William R. Aliff - Vet. Medicine

Mary H. Ayers - Vet. Medicine

William R. Bebout - Chemistry

Joann Craven - CHRE

Jack Davis - Biological System Engineering

Carolyne Dudding - ROTC

Cynthia Koziol - Child Study Center

Christa Thomas - Physics

William R. Aliff was elected.

- VI. EO/AA Committee - temporary 1 year appointment. New term will begin 7/98.

Janet Bryant - CHRE, HIDM/CT was elected.

- VII. Library Committee - temporary two year appointment. New term will begin 7/99.

Position was not filled. No nominations were made. There will be a request for interested parties via E-mail.

Those nominated and elected will be notified by a formal letter from the Elections and Nominations Committee. Spencer Allen will notify the University Council, Committees, Commissions of those elected.

Committee Reports:

Communications Committee - an organizational meeting will be called by Cindy Harrison.

Elections and Nominations Committee - an organizational meeting will be called by Virginia Viers.

Policies and Issues Committee - an organizational meeting will be called by Joy Thorn.

McComas Committee - Discussion was held on what is the purpose of this committee. Delbert Jones explained that it is a morning breakfast seminar where topics such as how to develop personal leadership abilities are presented. Speakers are invited and all interested senators and staff association members are invited. It is held in the spring of the year. Committee meetings are once a month during lunch.

The Benefits Committee will meet Wednesday, September 9-24-97. Concerns should be forwarded to Virginia Viers, VVIERS@vt.edu.

Old Business: None discussed because of time.

New Business: None discussed because of time.

The meeting adjourned at 7:15 pm.

Respectfully submitted:

Joy Thorn, Secretary
Krissie Thrasher, Recorder