

BY-LAWS

Administrative Council for Extension and Experiment Station Research

Purpose of Council

The Administrative Council for Extension and Experiment Station Research (Agency 229 Council) exists to establish program direction and to facilitate program coordination across the colleges and program units that comprise the Virginia Agricultural Experiment Station and the Virginia Cooperative Extension.

Composition of the Council

The council is composed of the following positions:

- Executive Vice President and Provost
- AVP Budget and Financial Planning
- Director, Virginia Cooperative Extension
- Director, Virginia Agricultural Experiment Station
- Dean, College of Agriculture and Life Sciences
- Dean, College of Natural Resources and the Environment
- Dean, Virginia Maryland College of Veterinary Medicine
- Vice President for Outreach and International Affairs
- Vice President for Research and Innovation
- Executive Director of Government Relations

Other members of the university community may attend and participate in the meetings of the council as necessary.

Leadership of Council

The council is chaired by the Executive Vice President and Provost and staff support for the council is provided by the Office of the Executive Vice President and Provost. In the absence of the Executive Vice President and Provost, the Dean of the College of Agriculture and Life Sciences shall serve as chair.

Meetings

The Executive Vice President and Provost shall schedule monthly meetings of the council. Minutes shall be kept of council discussions and actions and posted to the Administrative Council for Extension and Experiment Station Research website. The Provost may also call for special meetings of the council to address time sensitive issues.

Duties of the Council

In accomplishing its broader objectives, the council shall be responsible for accomplishing the following duties:

Intercollege strategic planning and performance reporting for combined Experiment Station and Extension efforts.

Coordination and promotion of external communication strategies to inform constituent groups and the larger public about the mission and performance of the combined Experiment Station

and Extension efforts. This includes the consideration of stakeholder input regarding future program direction.

Recommendations to the Provost and CBO on the allocation of new and uncommitted funding.

Recommendations to the Provost and CBO for reallocation of existing funding to accomplish program objectives.

Annual review and approval of proposed allocations of faculty effort for each Agency 229 funded position.

Revisions:

July 6, 2012 – By-Laws Approved by Council

September 7, 2012 - Modified for name change of council and reordering of membership.

May 1, 2020 – Modified to update for title changes and to add AVP Budget to council membership.