

**Administrative Council for
Extension and Experiment Station Research Meeting**

Friday, October 2, 2020

1:30-3:00 p.m.

By Zoom

Attendees: Bob Smith, Ralph Byers, Jeff Earley, Mallory Miller, Chris Yianilos, Don Taylor, Cyril Clarke, Keith Goyne, Saied Mostaghimi, Elizabeth Hooper, Caroline Buscaglia, Tim Hodge, Dan Givens, Susan Duncan, Alan Grant, Steve Kleiber, Ken Miller, Paul Winistorfer

AGENDA

1. Welcome and Introductions (Cyril Clarke)

2. Discussion Items

a.) Approval of Meeting Minutes (Mallory Miller)

Minutes from the September 2020 meeting were provided electronically with the current agenda. The minutes were approved.

b.) Update on 229 Capital Project Proposal Development (Jeff Earley)

Since the September council meeting, the Provost confirmed for Capital Assets and Financial Management (CAFM) the 229 capital project prioritization proposed by the council members.

The Office of University Planning and the Office of Capital Design and Construction began scoping and preparing the information needed for each project based on the submission guidelines from the state. This information was used to narrow down the submission to a few top priorities.

The directors, CAFM, and Government Relations team will work to finalize the materials for a detailed 229 capital project submission to the state for the 2022 session.

c.) Approval of Software Contracts (Ed Jones)

The group discussed the process for procuring software contracts in some detail.

3. Updates

a.) Virginia Cooperative Extension (Ed Jones)

Ed shared that throughout the month of October, youth from across the country will use their knowledge, creativity, and innovation in learning about STEM topics during the 13th annual 4-H STEM Challenge. This year's STEM Challenge, Mars Base Camp, will explore the theme of sending humans on a mission to Mars.

Ed noted that 4-H programming will continue online for spring with some in-person activities that will adhere to health and safety guidelines.

VCE is developing organizational effectiveness plans that will focus on how to successfully and effectively fulfill organizational responsibilities. The plans will include topics such as; administrative policies and processes, diversity and inclusion, hiring, and programmatic planning.

A Youth Protection Specialist will start on October 10, 2020.

b.) Agricultural Experiment Station (Saied Mostaghimi)

Saied shared that hiring plans are pending for some faculty and director vacancies within the ARECs.

The development of AREC strategic plans are on-going and will be completed by the end

of the year.

Saied shared the Agency 229 fringe savings priorities with the council. The college deans and directors worked together to develop recommended uses of fringe savings. The council approved the list. The Provost will carry the recommendations to the budget group for approval.

As a follow-up to last month's meeting, Said shared that the directors and college deans met to develop a list of questions relative to long-term planning regarding federal funds and in particular their allocation between colleges, and approaches to dealing with increases or decreases in federal support.

Cyril will review the list of questions and form a charge for a small working group. The colleges and directors will submit nominations for membership to Cyril.

c.) Deans

Dan Givens, dean of the College of Veterinary Medicine, shared the DVM students have completed half of the fall semester.

Paul Winistorfer, dean of the College of Natural Resources and Environment, shared that the college is having on-going conversations about enhancing efforts to manage national forests.

Alan Grant, dean of the College of Agriculture and Life Sciences, shared that this is the second year Virginia Tech led the Global Agricultural Productivity (GAP) Report. The theme of the report is productivity in times of a pandemic.

d.) OVPRI (Don Taylor)

Don, interim Vice President for Research and Innovation, shared that the new VP for Reach and Innovation, Dan Sui, will start on November 1, 2020. Don also gave a general update on research in the greater DC metro area.

4. Other Business

The university budget director provided an update on the state budget. The group also discussed in some detail the impacts of COVID-19 pandemic on university and auxiliary budgets.