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INSIDE VT WOOD

Reminder...

Remember to submit department news items by Friday 3 p.m. of each week to Will Pfeil at wpfeil@vt.edu for inclusion in Inside VT WOOD each Monday morning. All past issues of Inside VT Wood reside on our department website under the publications link.

News From Paul Winistorfer

- Please participate in the faculty candidate interview on Monday and Tuesday. Your input and engagement with our candidates is important to our process.
- Mark your calendar for April 24th as we will be hosting the Virginia Farm Bureau Board of Directors at Brooks from 10:00 am to 4:00 pm. There will be poster presentation and 'tour stops' throughout Brooks under the heading of bioprocessing and biomaterials. Drs. Edgar, Roman, Zink-Sharp, as well as three colleagues from CALS will be on hand during the day to explain and engage Board members in research projects. We need your help to ensure Brooks is presentable to these important guests.
- The CNR Awards Banquet is Wednesday evening. Let's show our support for our students.
- I will be in Chile April 1-6, representing our CNR interests in a recently established MOU with the University of Austral. Our plan is to build a platform for graduate education whereby we recruit students from Austral into the PhD program at VT.
- Congratulations to Ph.D. student Alex Hagedorn on his recent scholarship award from the Material Handling Education Foundation, Inc. Alex was awarded \$5,000 from the Tompkins Associates Honor Scholarship. Dr. Han made the nomination.
- Be sure to join us next week for our department coffee with faculty, staff, graduate students, undergraduates from the Wood Enterprise Institute and our first faculty candidate for our manufacturing systems position on Monday at 3:00 pm in the Brooks Lobby.

Faculty Leadership Development Academy

The office of the Provost is sponsoring the Faculty Leadership Development Academy event "Quality Mentoring and Advising Graduate Students" and would like to invite you and colleagues to attend. This event will take place on Tuesday, April 10, 2007 from 3:00 – 5:00 PM at the GLC Room F.

Followed by the Leadership Café, April 11, 8:30 – 9:30 AM at the GLC, Room F. For details of this event, please see the attached invitation. If you have any questions, please contact Natalia V. Rivera at nvriviera@vt.edu. Thank you very much and we look forward to seeing you at this event.

Sincerely,

Office of the Provost

Please note GLC is the Graduate Student Center previously known as the Donaldson Brown building.

Top Virginia officials to speak at dedication of Virginia Tech's Nanotechnology Building

By Lynn Nystrom

Nanoscale Characterization and Fabrication Lab

BLACKSBURG, VA., March 22, 2007 -- Virginia Tech's Institute for Critical Technology and Applied Science (ICTAS) will dedicate its first building--housing the Nanoscale Characterization and Fabrication Laboratory (NCFL) and related office space--at the Virginia Tech Corporate Research Center on Sept. 21. The new NCFL facilities will place Virginia Tech facilities on a par with the best nanotechnology labs in the world.

Keynote speakers for the dedication will be: Aneesh Chopra, Virginia's Secretary of Technology; The Honorable Joe May, head of Virginia's Joint Commission on Technology and Science (JCOTS); and Ray Martin, retired chief executive officer of Schnabel Engineering and former co-chair of Virginia Tech's ICTAS Task Force.

The building will provide 16,000 square feet for the NCFL laboratory, plus 16,000 square feet for related office space. It will provide a collaborative home to existing and new state-of-the-art tools for fabrication, characterization, and testing materials at the macro-, micro-, and nano-scale, as well as office space for faculty, staff, and students involved in these efforts.



ICTAS was founded on the premise that Virginia Tech's existing research strengths should be leveraged and promoted to position the university as a leader in research on the state, national, and international level," said Roop Mahajan, ICTAS director and the James Tucker Professor of Engineering.

"The institute will accomplish this through coordination of the university's talented and creative faculty in the pursuit of interdisciplinary and multi-disciplinary research," Mahajan added. "Entrepreneurial and dynamic in nature, the institute will lead technology transformation by nurturing a proactive, responsive and nimble research culture, ultimately positioning the university as an agent of discovery and problem solving in the technological and scientific global environment."

In particular, ICTAS will foster the exploration of opportunities for societal enhancement and preservation for future generations. ICTAS is targeting four focus areas: nanoscale science and engineering; nano-bio interface; sustainable energy; and water, renewable materials and the environment.

Another ICTAS building, currently under construction on the Virginia Tech main campus, is expected to open during summer 2008, and will include an additional 100,000 square feet of engineering-led research labs, offices, and workspaces. ICTAS I will serve as the research institute's headquarters. A third building is in the design stages.

Contact Lynn Nystrom at tansy@vt.edu or (540) 231-4371.

New Equipment Addition: Nicolet 8700 Step Scan Fourier Transform Infrared Spectrometer

By Scott Rennecker

A new state-of-art FT-IR spectrometer arrived this week that will be installed into the new instrumentation lab in 246 Cheatham Hall. Both the College of Natural Resources (through the equipment trust fund program) and SEMI provided generous support for this instrument. This equipment uses polarized infrared light to probe the chemical composition, morphology, and orientation of materials. In addition to the standard transmission method of data collection, 1) we have an accessory that will profile the chemical composition as a function of depth of the sample-- providing insight to coatings and adhesive penetration into wood and wood fiber, 2) an accessory that will

detect nanoscale “thin” films on reflective surfaces-- important when studying structure of wood-based polymers at interfaces, and 3) an accessory to collect spectra for a sample as it is undergoing dynamic mechanical oscillations-- an accessory that only one other research group in the world is currently using in wood/biomaterial studies. Dynamic FT-IR will provide an outstanding way to probe the interactions and interfaces within biopolymer composites. Many thanks go to the Department, the College, and SEMI for supporting a cutting edge instrument with so many capabilities.

Drs. Edgar, Glasser, and Roman at ACS National Meeting

By Maren Roman

Drs. Edgar, Glasser, and Roman will be attending the 233rd National Meeting of the American Chemical Society in Chicago this week. Dr. Edgar has co-organized this year's Anselme Payen Award Symposium of the Cellulose and Renewable Materials Division honoring his former colleague Dr. Charles Buchanan. He will be presenting his work on “CMCAB for drug delivery: Simple zero order release, and so much more”. Dr. Glasser is co-author on five different papers that will be presented at this meeting. Dr. Roman has co-organized a symposium on “Model Cellulosic Surfaces”. She will be presenting her work on ink-jet printing of cellulose nanocrystals. Dr. Roman's student Shuping Dong will be presenting a poster on her work on “Cellulose nanocrystals as targeted drug delivery systems”. Ms. Dong has received the 2006-07 Chevron-Phillips Chemical Professional Excellence Travel Award for attendance at the meeting.

Parhizkar Publishes in Southern Lumberman

Omid Parhizkar, a PhD graduate student working with Bob Smith, had an article published in the April issue of Southern Lumberman titled, “Virginia Tech offers analysis of transportation needs of Appalachian hardwood sawmills.”

Fiscal Year-end Closing Schedule 2006-2007 (FY07)

The FY07 year-end closing dates for disbursement of funds are listed below. Documents received after the dates listed will be processed in the 2007-2008 (FY08) fiscal year.

Thurs., May 10 Approximate last day for GE/Mastercard procurement card transactions to be charged to FY07 funds. Some vendors send charges to GE/Mastercard faster than others. To help you determine if a charge will be posted in FY07, look at your previous month's GE/Mastercard bills to determine the number of days it takes your suppliers' charges to be posted to GE/Mastercard records. Transactions billed on the May 15th GE/Mastercard bill will be charged in FY07. Transactions billed on the June 15th bill will be charged to FY08 funds.

Thurs., May 10 Approximate last day to purchase airline tickets to be charged on FY07 funds. Tickets charged on the May 15th billing will be posted to departmental accounts in FY07. Tickets charged on the June 15th billing will be charged to FY08 funds.

Fri., June 1 The last day to submit requisitions on FY07 funds. Exceptions must be approved by Tom Kaloupek (231-6221) or Jim Dunlap (231-8543) for all goods and services except computers. Computers and computer related equipment must be approved by John Krallman (231-9471) or Vicky Moore (231-7953).

Fri., June 1 Salary payroll retroactive funding changes (P-10s) for FY07 must be received in Payroll (Controller's Office) by 5:00PM. All changes received after this date will be recorded in FY08, as the July 2nd salary payroll is recorded in FY08. Retroactive funding changes which date back 90 days or more and involve a sponsored fund should be submitted prior to May 1st to ensure processing in FY07. All funding changes completed on this schedule will be reflected in the Spring PARS issued on July 2.

Mon., June 4 Final charges for CNS telephone, Printing, Copy Center, postage, and Video Broadcast services to be posted to departmental funds for FY07. Printing, Copy Center, postage and video charges through 05/31/07 will be charged at this date.

Fri., June 8 Last day for Fleet Services vehicles to be returned and charged on FY07 funds. (Must be turned in by 5:00PM). Charges will be posted to department funds approximately June 16.

Fri., June 8 Last day to purchase items from the University Bookstore on FY07 funds.

Fri., June 8 Last day for service units to submit ISR charges to the Controller's Office for the current year. Service units include Food Stores, Instructional Services, Dining Halls, The Inn, Extension Warehouse and any other department providing interdepartmental services. (Service units will require an earlier cutoff in order to meet this date).

Tues., June 12 Final salary payroll posted for FY07-Pay #11 for the period May 25th-June 9th.

Wed., June 13 Last day for Physical Plant, Software Sales, Fleet Services and Extension Warehouse to submit automated ISR batch files to the Controller's Office for FY07.

Mon., June 18 Last day to submit disbursement documents including invoices, travel vouchers, and revenue refunds which are to be charged to FY07 funds.

Mon., June 18 Last day to submit departmental journal entry transfers to the Controller's Office.

Mon., June 25 Final FY07 wage payroll (for checks paid July 2, 2007), posted to Banner.

The Banner Finance screens will reflect wage expenditures on June 26, 2007. Please plan on wage expenditures when submitting final disbursement documents.

Thurs., June 28 Last day to make deposits at Bursar's Office for FY07. Deposits must be made prior to 3:00PM.

NOTES:

Departments using HokieMart need to remember that the invoice must be received in the Controller's Office by 5:00PM on Monday June 18th in order to be paid against FY07 funds. Departments may need to work with vendors to ensure receipt of the invoice in the Controller's Office by this deadline.

Please make certain that invoices, travel vouchers and other charges are submitted to the Controller's Office using Banner funds with sufficient budget balances available. Invoices received from vendors must be paid within 30 days on funds having available balances. Expenses are not affected by payment due dates. Invoices submitted for payment by June 18th with July due dates will be charged to departmental funds in June.

To avoid delays in processing and recording disbursements on your funds, please send vouchers and invoices to the Controller's Office DAILY. The closing schedule provides the maximum times available to departments to process invoices arriving late in the fiscal year. However, the departmental processing deadline creates a massive workload for the accounts payable staff during May and June.

Your assistance in observing the schedule and in closing the current fiscal year is appreciated. If you have questions to the closing procedures, please call Jeanie Quesenberry (231-2544) or Nancy Gruber (231-8554).

End of Fiscal Year Procurements

The following schedule has been previously distributed by the Purchasing Department and posted on their website but is shared here again for your information. In order to allow for sufficient time to complete the procurement, receipt and payment cycle, requisitions should be received in Purchasing and IT Acquisitions by the following dates:

Tues., March 20 Requisitions citing Equipment Trust Funds (ETF).

Fri., April 6 All purchases valued over \$50,000 except computer hardware. All purchases of furniture and vehicles of any value.

Fri., April 27 All purchases valued under \$50,000 and all computer hardware of any value.

Purchasing and IT Acquisitions will continue to accept and act upon requisitions received after these dates. However, no assurance can be offered that the business cycle will be completed before the end of the fiscal year.

Sales Tax on P-Card Transactions

Remember that the university is exempt from Virginia State Sales Tax. Departments should verify that there is no sales tax being charged on the monthly purchasing card (P-Card) bill. If taxes were charged, contact the vendor and instruct that a credit be processed. Provide a written notification to this effect on the monthly reconciliation. Extra care is needed when ordering from internet catalogs. If you are not sure that taxes are being exempted, look for a customer service number to contact before placing the order. If you need a Virginia Sales Tax Exemption form, please contact Purchasing at 231-6221.

Faculty Leadership Development Academy



Quality Mentoring and Advising Graduate Students

Engage in dialogue about the elements and challenges of mentoring, and advising graduate students. Carlyle Brewster, Deborah Johnson and Karen DePauw will share their perspectives, reflections and lessons learned in providing opportunities for developing mentoring relationships between faculty and graduate students. Topics to be discussed include:

Matter of skills

Matters of Style and Personality

Protégé Relationship

Matters of Integrity



Tuesday, April 10, 3:00 - 5:00 PM, GLC Room F

Followed by the "Leadership Café:" a more intimate and less formal opportunity for discussion among your colleagues.

Wednesday, April 11, 8:30 - 9:30 AM, GLC Room F



All faculty are welcome to attend; sponsored by the Office of the Provost.

www.provost.vt.edu/FLDA.php

If you wish to RSVP or have any questions, please send email to nrvivera@vt.edu