



April 2006							1
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	1	2	3	4	5	6	

# INSIDE VT WOOD

## News From Paul Winistorfer

We begin interviewing this week for our cluster-hire faculty position in bioprocessing/biomaterials. This position is a tremendous opportunity for our department and Virginia Tech to develop expertise in this new arena of discovery. PLEASE participate, attend the seminar(s) and get involved in the process. Your involvement and input to our selection is critical for our success. The cluster hire initiative has garnered much attention on the campus and the senior administration is involved in the search. This initiative is funded by the Provost across 4 departments. A tentative schedule is shown below. Note the seminar event will include presentations by 3 candidates across the 4 departments who are interviewing simultaneously.

We had a nice turn out for the American Wood Mark visit last week. We had about 30 students in front of the American Wood Mark team, thanks to a majority of students from the Marketing Department engaged by Dr. David Brinberg and the Sloan Forest Industry Center.

## Interview Schedule, Bioprocess/Biomaterials Cluster Hire

### Thursday, April 20, 2006

7:00 – 8:00	Breakfast with Search Committee (all 3 candidates)	The Inn
8:15 – 9:15	meet with Dept. Head designee	230 Cheatham
9:20 – 9:40	meet with Cheatham faculty	230 Cheatham
9:50 – 10:20	meet with Brooks faculty	Brooks conference room
10:20 – 11:00	meet with grad. students, post docs, research associates, USFS, technical and clerical staff	Brooks conference room
11:00 – 12:00	tour of facilities	
12:00 – 1:00	lunch with Wood Science and Forest Products faculty	
1:00 – 2:00	meet with Forestry faculty and possibly tour new building and VBI	230 Cheatham
2:00 – 2:30	prepare for seminar	Fralin auditorium
2:30 – 5:30	seminars (all 3 candidates)	Fralin auditorium
6:30 – 8:30	dinner with Search Committee	Vincents

### Friday, April 21, 2006

7:00 – 8:00	Breakfast with Search Committee	The Inn
8:30 – 9:15	meet with CNR Dean, Mike Kelly	324 Cheatham
9:30 – 10:00	meet with Search Committee (all 3 candidates)	Cheatham
10:00 – 10:30	meet with WS & FP search committee members	
11:15 – 12:00	meet with Dept. Head designee	230 Cheatham
12:00 – 1:00	lunch	
1:30 – 3:00	meet with real estate agent for tour of Blacksburg (all 3 candidates)	pick up at Cheatham
3:30 – 4:30	visit Benefits Office (aka Personnel)	
5:00	end of visit	

### **Congressional staff visit to SEMI this Friday, April 21, 2006, 2:30 p.m.**

This Friday, April 21, 2006, The Sustainable Engineered Materials Institute (SEMI) has the honor of hosting a visit from the House Agricultural Committee. There will be 6 or possibly 7 Congressional staffers visiting us in the afternoon, from 2:30 - 3:30. The visit will include Brooks facilities and the Steam Explosion plant. The staff include permanent staff for the House Ag. Committee, personal staff for Rep. Bob Goodlatte, and Chief of Staff for Virgil Goode.

The meeting at the Brooks Forest Products Center will include a presentation by SEMI Director, Audrey Zink-Sharp, a very brief technical forum with SEMI faculty, staff, and students, a facilities tour, and a tour of the Steam Explosion plant.

### **Winistorfer to Participate in Canadian Forest Innovation Council Workshop**

Paul Winistorfer is participating in the Canadian Forest Innovation Council Workshop all week (April 17-21). The workshop brings together the Canadian forest industry CEOs, Associations in Canada, Provincial and National Governments to address the future of the Canadian Forest Industry. The platform for the workshops are 4 white papers covering topics in biomaterials, bioenergy, biochemicals, and transformative technologies in forest products. Paul will get to present and discuss various perspectives from the U.S. Workshops are being held in Quebec City and Edmonton.

### **End of Year Spending – Note Dates and Actions Needed**

We are winding down on the fiscal year. PLEASE check with Debbie regarding your subaccount balances and how you can spend against operating monies yet this fiscal year. The FY06 year-end closing dates for disbursement of funds are listed below. Documents received after the dates listed will be processed in the 2006-2007 (FY07) fiscal year.

Wed., May 10 Approximate last day for GE/Mastercard procurement card transactions to be charged to FY06 funds. Some vendors send charges to GE/Mastercard faster than others. To help you determine if a charge will be posted in FY06, 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 FY06. Transactions billed on the June 15th bill will be charged to FY07 funds.

Wed., May 10 Approximate last day to purchase airline tickets to be charged on FY06 funds. Tickets charged on the May 15th billing will be posted to departmental accounts in FY06. Tickets charged on the June 15th billing will be charged to FY07 funds.

Thurs., June 1 Last day to submit requisitions on FY06 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 Judy Poff (231-9517).

Fri., June 2 Final charges for CNS telephone, Printing, Copy Center, postage, and Video Broadcast services to be posted to departmental funds for FY06. Printing, Copy Center, postage and video charges through 05/31/06 will be charged at this date.

Fri., June 2 Salary payroll retroactive funding changes (P-10s) for FY06 must be received in Payroll (Controller's Office) by 5:00PM. All changes received after this date will be recorded in FY07, as the July 3rd salary payroll is recorded in FY07. Retroactive funding changes which date back 90 days or more and involve a sponsored fund should be submitted well before this date to ensure processing in FY06.

Fri., June 9 Last day for Fleet Services vehicles to be returned and charged on FY06 funds. (Must be turned in by 5:00 PM). Charges will be posted to department funds approximately June 16.

Fri., June 9 Last day to purchase items from the University Bookstore on FY06 funds.

Fri., June 9 Last day for services 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).

Mon., June 12 Final salary payroll posted for FY06-Pay #11 for the period May 25th-June 9th.

Wed., June 14 Last day for Physical Plant, Software Sales, Fleet Services and Extension Warehouse to submit automated ISR batch files to the Controller's Office for FY06.

Mon., June 19 Last day to submit disbursement documents including invoices, travel vouchers, and revenue refunds which are to be charged to FY06 funds.

Mon., June 19 Last day to submit departmental journal entry transfers to the Controller's Office.

Fri., June 23 Final FY06 wage payroll (for checks paid July 3, 2006), posted to operating accounts. The Banner Finance screens will reflect wage expenditures on June 22, 2006. Please plan on wage expenditures when submitting final disbursement documents.

Thurs., June 29 Last day to make deposits at Bursar's Office for FY06. Deposits must be made prior to 3:00PM.

## **Administrative Professionals Day<sup>®</sup>**

Observed annually the Wednesday of Administrative Professionals Week - April 26, 2006. The department will be doing lunch with our staff on this day. Plan to join us and recognize our great administrative team in the department.

## **Graduate Student Assembly Positions Available**

### **GSA PROGRAM CHAIR POSITIONS**

We are now accepting applications for the 2006-2007 GSA Program Chair Positions. Descriptions of the positions are available here: <http://www.gsa.uusa.vt.edu/governance/programchairs.htm>. If you would like to apply, please email [gsa@vt.edu](mailto:gsa@vt.edu) with your resume and a brief statement of interest. All applications are due on Friday, April 28, and interviews will be conducted the first week in May.

## **WERC/Dovetail Partners Conference Presentations Available**

The presentations from last week's conference at the Wood Education and Resource Center (WERC) in Princeton WV and sponsored by Dovetail Partners are now available on-line at the Dovetail website <http://www.dovetailinc.org/>

## **Department Nominated for Exemplary Department Award**

The department has self nominated for this year's Exemplary Department Award. The University Exemplary Awards Program recognizes the work of departments and/or programs that maintain exemplary teaching and learning environments for students and faculty. With this award, the University publicly honors the collaborative efforts and successes of a group of dedicated colleagues - actively performing work that is essential for sustaining a truly excellent academic environment. The University Exemplary Departments and Programs Awards are given in recognition that the academic excellence of individuals is achieved within distinctive working and learning environments to which many individuals contribute in essential ways. \$20,000 will be available for awards to the department(s) and/or programs as to be determined by the selection committee drawn from the University Community.

The awards program was established as a part of the University's Faculty Rewards Project, a project which seeks to clarify the expectations of faculty, and define appropriate rewards for accomplishments.

This year, departments and programs will be recognized for their work in developing and sustaining innovative and effective departmental approaches to introductory courses at the graduate and undergraduate levels.

We have used the WOOD 1234 course development as the nomination platform. Letters were written in support of the nomination by Paul Winistorfer, Audrey Zink-Sharp, Dean Mike Kelly and Associate Dean Rich Oderwald.

### **Support for Morgan Lumber Company**

On Thursday, April 13, Earl Kline and Dan Cumbo went to the Virginia International Raceway (VIR) in Danville, VA to show support for a longtime supporter of our program, Ken Morgan. Ken owns Morgan Lumber Company, a SYP sawmill in Red Oak, VA, and has supported our program in many ways over the years. He recently had a fire at his facility and we decided to go show our support for him as he raced at VIR. Morgan Lumber expects to be back to normal production capacity in July.

