

MINUTES

Commission on Student Affairs  
219 Squires Student Center  
September 3, 1998  
3:30 p.m.

Present: Mr. Clyde Harris, Ms. Susan Anderson, Mr. Davis Bailey, Mr. Jerry Via (for Dr. Robert Bates), Ms. Laura Bayless, Mr. Jamaa Bickley-King, Mr. Andrew Bishop, Mr. Sean Blackburn, Ms. Nicki Cantrell (for Ms. Melinda Crowder), Mr. Matthew Chan, Dr. Lanny Cross, Ms. Lori Crowe, Ms. Judy Fielder, Ms. Jennifer Gittes, Ms. Kara Gittes, Ms. Alex Iannucci, Dr. Martha Johnson, Ms. Madonna Mendoza, Mr. Jody Olson, Dr. Barbara Pendergrass, Mr. Ferat Sahin, Dr. Delores Scott, Dr. Edd Sewell, Dr. Edward Spencer, Ms. Roxene Thompson, Mr. Paul Wagner, Dr. Brian Warren

Absent: Ms. Lauren Esleeck, Mr. Ryan Ford, Mr. Jonathan Harmer, Ms. Kristy Robinson

I. Call to Order. Mr. Clyde Harris, chair, called the meeting to order at 3:30 p.m.

II. Approval of Agenda. Motion was made and seconded to approve the agenda. Motion was approved by unanimous vote.

III. New Business

A. Approval of Student Budget Board Minutes

The minutes of the April 2, 22, and August 6, 1998 meetings of the Student Budget Board were approved as submitted.

B. Introduction of new Student Budget Board Member

Ms. Nicki Cantrell reported that Mr. John Aughenbaugh, a nominee for membership on the Student Budget Board, could not be present and asked for CSA to approve Mr. Aughenbaugh's appointment as the graduate representative on the board. Commission members familiar with Mr. Aughenbaugh's qualifications for the position were asked to speak on his behalf. A motion was made and seconded to approve Mr. Aughenbaugh's appointment to the Student Budget Board. Motion was approved unanimously. Ms. Cantrell reminded the commission members that there is still one opening for a two-year undergraduate appointment to the Student Budget Board. The candidate must be sponsored by an organization on CSA, and anyone who might be interested should contact Ms. Melinda Crowder to apply for this position.

C. Election of CSA Vice Chair

During the summer 1998, Mr. Raphael Castillejo notified the commission that he would be unable to serve as the vice chair for the Commission on Student Affairs. Mr. Harris asked commission members for nominations to replace Mr. Castillejo as vice chair. Mr. Harris reported that he had received one nomination, Ms. Madonna Mendoza. He informed the commission members that the position primarily serves as parliamentarian, and serves as chair of CSA in his absence. The vice chair will also sit on University Council.

There being no further nominations, motion was made, seconded, and approved unanimously to name Ms. Mendoza as vice chair of CSA for 1998-99.

#### D. Appointment of Student Budget Board Appeals Committee

Mr. Harris asked commission members for volunteers to serve on the Student Budget Board Appeals Committee. Members who will serve on the committee are Dr. Ed Spencer, Mr. Jody Olson, Ms. Madonna Mendoza, Mr. Jamaa Bickley-King, Mr. Sean Blackburn, and Ms. Kara Gittes.

Mr. Harris instructed the Appeals Committee to review the funding of the Virginia Tech Rescue Squad, and provide the commission with their findings at a future meeting of CSA.

#### E. Discussion of Issues and Concerns

Commission members presented their choices for the major issues and concerns that they felt needed to be discussed/reviewed during the coming academic year. Those include:

- \* Attorney General's Task Force on Drinking by College Students
- \* Student Budget Board - policies and structure, block grants
- \* Overcrowding - classrooms/dining halls, ratio of faculty/students
- \* Integrated Space Plan - construction, master plan update
- \* Budget issues - tuition and fees
- \* Multicultural issues - civility in the classroom, climate, Honor Code
- \* Parking Services - survey
- \* Faculty/staff/student relationships

A discussion followed concerning the timeliness of presentations on the issues and concerns and how they would be integrated into the meetings of CSA. In regard to the Attorney General's Task Force, Dr. Lanny Cross informed the commission that he served on the task force and has been tasked by the university to present a foundational plan to the Board of Visitors in November. He will report to the commission at the September 17 meeting, and provide information to the members on some of the initiatives that have already been put into place, and what is being planned for future initiatives. Dr. Cross stated that he would forward a copy of the Attorney General's Task Force report to all members of CSA for their review prior to the September 17 meeting.

Mr. Paul Wagner reported that the Graduate Student Assembly and the Student Government Association have jointly sponsored the installation of a billboard to campaign against drinking and driving. The billboard will be located on Route 114 and is to be installed September 25. The billboard will remain at this location for nine months.

Ms. Lori Crowe stated that the matter concerning Student Budget Board funding as it relates to how it is structured and how funding is allocated should be reviewed.

The next issue which members felt should be reported on in the near future is the Integrated Space Plan. Ms. Judy Fielder stated that someone has been asked to speak to the Staff Senate concerning this matter, and she will give this name to the chair of CSA to extend an invitation to speak at a future meeting.

Mr. Jody Olson made a motion that the chair of CSA select the issues to be presented at future meetings which will be taken from the list presented by the members. Motion was seconded and approved unanimously. Dr. Cross' office will be responsible for inviting speakers on the various issues to the CSA meetings.

V. Adjournment

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Betty Eaton  
Recording Secretary

MINUTES

Commission on Student Affairs  
219 Squires Student Center  
October 1, 1998  
3:30 p.m.

Present: Mr. Clyde Harris, Ms. Susan Anderson, Mr. Davis Bailey, Ms. Laura Bayless, Mr. Andrew Bishop, Mr. Sean Blackburn, Mr. Nicki Cantrell, Mr. Matthew Chan, Dr. Landrum Cross, Ms. Lori Crowe, Ms. Jennifer Gittes, Ms. Kara Gittes, Ms. Alex Iannucci, Dr. Martha Johnson, Ms. Madonna Mendoza, Mr. Jody Olson, Dr. Barbara Pendergrass, Ms. Kristi Robinson, Dr. Peter Rony, Dr. Edd Sewell, Dr. Edward Spencer, Ms. Roxene Thompson, Mr. Paul Wagner

Absent: Dr. Robert Bates, Mr. Jamaa Bickley-King, Ms. Lauren Esleeck, Ms. Judy Fielder, Mr. Ryan Ford, Mr. Jonathan Harmer, Mr. Ferat Sahin, Dr. Delores Scott, Dr. Brian Warren

I. Call to Order. Mr. Clyde Harris, chair, called the meeting to order at 3:30 p.m.

A. Mr. Harris asked commission members to respond to him if they are interested in serving on the committee to study the changes in the Judicial System Constitution. He reported that only two people had responded concerning their interest in serving.

B. Mr. Harris announced that the minutes of the September 17, 1998, CSA meeting had been approved electronically.

II. Approval of Agenda. Motion was made and seconded to approve the agenda. Motion was approved by unanimous vote.

III. Committee Reports

A. Dr. Edward Spencer reported that the Student Budget Board Appeals Committee has identified several people they will interview concerning the funding for the Rescue Squad, and that they are in the process of setting up appointments at this time.

IV. New Business

A. Dr. Landrum Cross introduced Ms. Nicki Cantrell as the new Student Budget Board chair to replace Ms. Melinda Crowder. Ms. Cantrell stated that she welcomes the opportunity to serve in this capacity.

V. Old Business

A. Dr. Edward Spencer made a motion to table the second reading of the resolution concerning the Judicial Systems Constitution. Motion was seconded and approved by unanimous vote.

B. The floor was opened for discussion on the recommendations of the Attorney General's Task Force on Drinking by College Students, and the university's plan to respond to the recommendations. Dr. Cross stated that approximately 175-200 people attended the open forum which was held on Wednesday, September 30. He reported that everyone had an opportunity to

respond in writing to a set of questions, and that Dr. Cathy Turrentine, director of planning and assessment for the Division of Student Affairs, is in the process of summarizing the survey for the committee that is writing the foundation plan. Dr. Cross informed the commission that he has been given the task of putting together the foundation plan which will be presented to the board of visitors at their November meeting. If possible, he will share a copy of the plan at the October 15 CSA meeting.

Dr. Spencer reported that the university has a great deal of information about where students drink and how they get alcohol. He will share this information with commission members.

After a lengthy discussion, Dr. Cross thanked the members for their input and participation.

#### VI. Announcements

A. Mr. Harris reminded commission members that the next meeting of CSA will be held in 315 McBride Hall. Mr. Scott Hurst, university architect, will make a presentation on the Integrated Space Plan. Mr. Harris stated that other agenda items are needed for the October 15 meeting, and requested that suggestions for the agenda be sent to him.

B. Mr. Sean Blackburn reported that at University Council on Monday, October 5, there will be a second reading of a resolution from the Commission on Administrative and Professional Faculty that deals with grievance panels.

C. Ms. Roxene Thompson announced that CISO will be sponsoring the Cultural Expose' on Friday, October 2, 7:00 p.m. in the Commonwealth Ballroom, Squires Student Center. There will be live bands from Spain and Ghana, a fashion show, and exhibits.

D. Ms. Nicki Cantrell announced that the Order of the Gavel inductions will be held October 16 at 5:00 p.m., and a tentative meeting has been scheduled for November 3 for the purpose of discussing issues for the two board of visitors representatives.

#### VII. Adjournment

The meeting adjourned at 5:10 p.m.

MINUTES

Commission on Student Affairs  
321 McBryde Hall  
October 15, 1998  
3:30 p.m.

Present: Mr. Clyde Harris, Ms. Susan Anderson, Dr. Robert Bates, Ms. Laura Bayless, Mr. Jamaa Bickley-King, Mr. Andrew Bishop, Mr. Sean Blackburn, Ms. Nicki Cantrell, Mr. Matthew Chan, Dr. Lanny Cross, Ms. Lori Crowe, Ms. Judy Fielder, Mr. Ryan Ford, Ms. Jennifer Gittes, Ms. Kara Gittes, Mr. Jonathan Harmer, Ms. Alex Iannucci, Dr. Martha Johnson, Ms. Madonna Mendoza, Mr. Jody Olson, Dr. Barbara Pendergrass, Ms. Kristy Robinson, Dr. Peter Rony, Mr. Ferat Sahin, Dr. Edd Sewell, Dr. Edward Spencer, Mr. Paul Wagner

Absent: Mr. Davis Bailey, Ms. Lauren Esleeck, Dr. Delores Scott, Ms. Roxene Thompson, Dr. Brian Warren

I. Call to Order. Mr. Clyde Harris, chair, called the meeting to order at 3:30 p.m.

A. Mr. Harris announced that the minutes of the October 1, 1998, CSA meeting had been approved electronically.

II. Approval of Agenda.

Mr. Harris announced that Ms. Valerie Conley from the Institutional Research office would be unable to attend today's meeting, but would attend the next meeting, and therefore Item B would be deleted from the agenda. Mr. Jody Olson will present a resolution for consideration which deals with the Tech Central building to be erected on campus, and this will be added to the agenda as Item B.

Motion was made and seconded to approve the agenda with corrections. Motion was approved by unanimous vote.

III. Committee Reports

A. Dr. Edward Spencer reported that the Student Budget Board Appeals Committee has met with two of the four individuals identified as having relevant information connected to the review of the VT Rescue Squad funding question. They will meet with the other two next week and then will be drafting a report and submitting their recommendations to CSA at a future meeting.

B. Dr. Martha Johnson reported that the committee reviewing judicial affairs as it relates to the due process timeline will be meeting on October 22, 3:00 p.m. in 110 Burruss Hall.

IV. New Business

A. Mr. Scott Hurst, University Architect, presented an overview of the university's master plan. He gave a historical background presentation on campus planning and how that has formed some of the ideas that are being taken forward with the plan. The green space will be preserved for open space which includes the Drillfield, Duck Pond, and Stroubles Creek. The university plans to continue to develop the pedestrian-scale quadrangles and

courtyards. Mr. Hurst reported that Harper Hall is under construction on the edge of West Campus Drive, and further development in that area will complete the quadrangle there. He presented a slide show which included information about the Innovative Technology building adjoining the Library, keeping open space as long as possible, maintaining reasonable walking distance within the central campus, and the application of landscape guidelines which reinforce the physical structure of the spaces. He reported that 2500 trees, 5000 shrubs, and 40000 perennial bulbs have been planted.

A question and answer session followed Mr. Hurst's presentation. Mr. Harris expressed commission's appreciation to Mr. Hurst for his willingness to brief them on this matter.

B. Mr. Jody Olson distributed a resolution from the Student Government Association concerning the Tech Central building, which is under consideration for construction on campus. After reading the resolution to the commission, Mr. Olson made a motion that, due to time constraints, the first reading be waived and move immediately to second reading. A motion was made, seconded, and approved unanimously to waive first reading.

Mr. Olson stated that basically what the resolution states is that the students are in support of Virginia Tech taking action to prevent the building of this facility, and urged CSA to support the resolution. After discussion of the wording of the resolution, a friendly amendment was made to delete the words "(in Virginia Tech's own words)" in the fourth WHEREAS, to add the word "that" in the fifth WHEREAS after the words "...uses of campus buildings....", and to change the final paragraph to read "... urges the Virginia Tech Administration to use whatever means possible to secure its plans for the development of the property."

A motion was made to accept the changes in the wording of the resolution. Motion was seconded and passed unanimously.

A motion was then made that the Commission on Student Affairs pass the resolution. Motion was seconded and passed unanimously. Mr. Olson will make the recommended changes in the wording of the resolution, and he will present it to University Council for their consideration.

C. Mr. Harris announced that a representative from CSA needs to be appointed to the Academic Support Committee. He asked for nominations, and Ms. Laura Bayless volunteered to serve. Motion was made, seconded, and passed unanimously to appoint Ms. Bayless to serve on the Academic Support Committee.

#### V. Announcements

A. Mr. Ryan Ford distributed a press release from IFC dealing with the Phi Kappa Sigma alleged incident which states that IFC will move forward with their investigation of the alleged incident upon completion of the criminal investigation.

B. Dr. Lanny Cross distributed information that commission members had requested dealing with data on drinking behaviors on campus.

C. Mr. Sean Blackburn reported that Davis Bailey asked him to report to the

commission that a search committee for a position in the Athletic Department has no students serving. Mr. Bailey will be discussing this at the next CSA meeting, and will ask commission to discuss naming a student to this committee and some of the policies involved. If anyone is interested in this, they should contact Mr. Bailey.

D. Mr. Jody Olson announced that the Student Government Association introduced a resolution at the Blacksburg Transit Committee meeting asking that the Special Purpose Housing route be moved to every fifteen minutes. The Blacksburg Transit Committee has agreed to add a second bus to that route, and starting January 1, 1999, they will be running that route every fifteen minutes from the first bus in the morning until the last bus at night.

E. Ms. Jennifer Gittes announced that the Homecoming Pep Rally will be held Friday evening at 9:00 p.m. and asked that everyone come out and support this event.

F. Mr. Andrew Bishop reported that he wants to get input from all student organizations on various issues. He is sending a letter out to all student organizations which will explain the things he plans to do. He plans to have town meetings and will be inviting about twenty-five organizations per meeting, so that by the end of the year, he will have invited every organization to come to a roundtable discussion on current issues that he feels the board of visitors might be interested in, and allow the organizations to voice their concerns to him as their representative to the board. He asked commission to urge their fellow members to attend one of these meetings.

G. Ms. Jennifer Gittes announced that the Corps of Cadets is having a "Join the Corps for a Day" event, and that letters will be sent from the Corps regarding this.

VI. There being no further business, the meeting adjourned at 4:50 p.m.

Respectfully submitted,

Betty Eaton  
Recording Secretary

MINUTES

Commission on Student Affairs  
219 Squires Student Center  
November 5, 1998  
3:30 p.m.

Present: Mr. Clyde Harris, Mr. Jerry Via (for Dr. Robert Bates), Ms. Laura Bayless, Mr. Jamaa Bickley-King, Mr. Sean Blackburn, Ms. Nicki Cantrell, Mr. Matthew Chan, Dr. Lanny Cross, Ms. Lori Crowe, Ms. Judy Fielder, Ms. Jennifer Gittes, Ms. Kara Gittes, Ms. Alex Iannucci, Dr. Martha Johnson, Ms. Madonna Mendoza, Mr. Jody Olson, Ms. Kristy Robinson, Dr. Peter Rony, Mr. Ferat Sahin, Dr. Edd Sewell, Dr. Edward Spencer, Ms. Roxene Thompson, Mr. Paul Wagner

Absent: Ms. Susan Anderson, Mr. Davis Bailey, Mr. Andrew Bishop, Ms. Lauren Esleeck, Mr. Ryan Ford, Mr. Jonathan Harmer, Dr. Barbara Pendergrass, Dr. Delores Scott, Dr. Brian Warren

I. Call to Order. Mr. Clyde Harris, chair, called the meeting to order at 3:30 p.m.

A. Mr. Harris announced that the minutes of the October 15, 1998, CSA meeting had been approved electronically.

B. Mr. Harris asked commission members that, due to several errors in recent stories in the CT, they should refer inquiries from various media to him or someone who is knowledgeable about the issue.

II. Approval of Agenda.

Motion was made and seconded to approve the agenda. Motion was approved by unanimous vote.

III. Committee Reports

A. Dr. Edward Spencer distributed a memorandum from the CSA Appeals Committee concerning the report and recommendations on funding for the Virginia Tech Rescue Squad. The Appeals Committee was asked by CSA to study this matter and make appropriate recommendations to the commission. The committee formulated questions and interviewed members of the Virginia Tech Rescue Squad, the Student Budget Board, and the Blacksburg Rescue Squad.

Based on the committee's review and interviews, they suggested that, if CSA concurs, the recommendations be sent to university administrators involved in VTRS funding decisions. Those recommendations are:

1. The budgetary needs of the VTRS should be assessed annually by their advisor and the Director of Student Health Services who should then make a budget request for the next year to the Vice President for Student Affairs and the Office of Budget and Financial Planning.

2. The sources of funding for each year's budget request should mirror the previous year's breakdown in calls. For example, a request for 1999-2000 VTRS funding should seek about 77% in funding from student fees and 23% in E & G fees.

3. There appears to be justification for an increase in funding from the Department of Athletics to about \$6,000, rather than the current \$3,000.

4. Student Budget Board funding for the VTRS should be eliminated and instead replaced by an increased allocation from the Student Health Service fee. The SBB is really designed to fund programs and not services. Likewise, recommendations on VTRS funding should come through health professionals and not through the SBB. This change (deletion of SBB funding in return for auxiliary department funding) would be analogous to the change in funding for the Residence Hall Federation about 13 years ago.

RHF funding from the SBB was eliminated and replaced by funding from the Residential Programs budget so that housing professionals could make better judgment than could SBB members and so that replacement funding for RHF could come from a logical source: the housing budget. Likewise, we believe that SBB funding for the VTRS should come from another logical source: The Student Health Services budget. Health professionals are in a better position than are SBB members to pass judgment on the budgetary requirements of the VTRS. Also, this shift to Student Health Services funding would result in a more stable source of funding and would be appropriate, given the importance of delivery of emergency service to the Virginia Tech campus.

Following discussion, a motion was made and seconded to support the recommendations of the committee concerning funding for the Virginia Tech Rescue Squad and that the recommendations be forwarded to Mr. Minnis Ridenour, Dr. Brian Warren, Dr. Landrum Cross, and Mr. Dwight Shelton for consideration. Motion passed unanimously.

B. Dr. Martha Johnson reported that the committee reviewing the judicial affairs system met today. They will be sending a questionnaire to peer institutions and six additional Virginia schools -- Radford, George Mason, James Madison, Old Dominion, William and Mary, and the University of Virginia -- to obtain information on their judicial systems. She reported that Mr. Jeff Cullen will circulate the responses back to the committee members prior to Thanksgiving. The next meeting of this group will be held during the second week in December.

#### IV. New Business

A. Ms. Valerie Conley, assistant director, IRPA, gave a presentation on the institutional/national ranking statistics. She reported on data collected through the rankings from US News and World Report magazine. In the US News America's Best Colleges: 1998 and 1999, it was reported that:

+Virginia Tech moved up in the rankings overall from a relative position of 98 to 88.

+We improved in all areas as reflected by the actual overall ranks received from US News.

+The biggest change in these actual ranks was in the Financial Resources Rank where we moved from a relative position of 140 to 129.

+Our Final Overall Score increased from 54.0 to 57.0.

+Our Reputation Score increased from 2.7 to 3.4.

+Our Graduation Rate increased from 73% to 74%.

+The Percent of Classes Under 20 increased from 21% to 23%.

+The Percent of Classes Greater than 50 decreased from 20% to 18%.

+Our Acceptance Rate decreased from 81% to 69%. This was our largest absolute improvement in the key items used in the rankings.

+Our Percent of Freshmen in the Top 10% of their High School Graduating Class increased from 30% to 33%.

+There was an increase in the Alumni Giving Rate from 19% to 20%.

Ms. Conley informed the commission that those seeking a database that shows the survey results may find this information by going to:

[www.usnews.com/usnews.edu/college/corank.htm](http://www.usnews.com/usnews.edu/college/corank.htm).

The data is from the Research in Higher Education, Vol. 39, No 5, 1995, entitled "College Rankings: Democratized College Knowledge for Whom?".

Mr. Harris thanked Ms. Conley for her presentation.

B. Mr. Harris distributed a memorandum from Mr. Jim Weaver, Director of Athletics, concerning the football ticket distribution. Mr. Weaver states in the memorandum that he plans to schedule a meeting of various representatives of the student body, including presidents of several student organizations as well as representatives from the CSA to discuss policy recommendations for improving the current student ticket distribution system. Mr. Harris stated that he will inform CSA as soon as he gets more information about this.

C. Mr. Jamaa Bickley-King made a motion that an ad hoc committee be formed to look at the membership and the efficiency and equity of CSA. Those who volunteered to serve on this committee are Sean Blackburn, Jody Olson, Jamaa Bickley-King, Ed Spencer, Roxene Thompson, Jennifer Gittes. Dr. Lanny Cross also recommended that Barbara Pendergrass be asked to serve.

After discussion, the motion made by Mr. Bickley-King was seconded and approved unanimously. The committee will report back to commission at the November 19 meeting.

#### V. Old Business

A. Mr. Jody Olson reported that because the resolution concerning Tech Central is not a policy, it will not be sent to University Council. Mr. Olson will present the resolution to the Buildings and Grounds Committee of the Board of Visitors on Monday. He asked that anyone who wishes to discuss this with him to see him after the meeting today.

#### V. Announcements

A. Ms. Nicki Cantrell distributed a memorandum to presidents of University Student Life Programs and University Chartered Student Organizations concerning the Student Budget Board's 1999-2000 annual funding cycle. She

asked that commission note the deadline for submission of requests is 5:00 p.m. on January 25.

B. Mr. Harris announced that a representative from Parking Services will attend the November 19 meeting to discuss the Parking Services survey, and that Dr. Delores Scott will make a presentation on academic advising at the December 3 meeting.

C. Ms. Madonna Mendoza announced that this week is Asian/American Week, and that Saturday there is an event entitled, "Cultural Essence of the East" at which five countries will be represented. The event begins at 5:30 p.m. and admission is free.

D. Ms. Roxene Thompson stated that she would like to thank the Order of the Gavel for meeting with her and Mr. Andrew Bishop to discuss issues their constituents are looking at and to reaffirm and confirm the issues they will be bringing before the Board of Visitors.

VI. Adjournment. There being no further business, the meeting adjourned at 4:45 p.m.

Respectfully submitted,

Betty Eaton  
Recording Secretary

Commission on Student Affairs  
321 McBryde Hall  
November 19, 1998  
3:30 p.m.

Present: Mr. Clyde Harris, Mr. Davis Bailey, Ms. Laura Bayless, Mr. Jamaa Bickley-King, Mr. Andrew Bishop, Mr. Sean Blackburn, Mr. Matthew Chan, Dr. Lanny Cross, Ms. Lori Crowe, Ms. Jennifer Gittes, Ms. Kara Gittes, Mr. Joe McAlarren (for Mr. Jonathan Harmer), Ms. Alex Iannucci, Ms. Madonna Mendoza, Mr. Jody Olson, Dr. Delores Scott, Dr. Edd Sewell, Dr. Edward Spencer, Ms. Roxene Thompson, Mr. Paul Wagner

Absent: Ms. Susan Anderson, Dr. Robert Bates, Ms. Nicki Cantrell, Ms. Lauren Esleeck, Ms. Judy Fielder, Mr. Ryan Ford, Mr. Jonathan Harmer, Dr. Martha Johnson, Dr. Barbara Pendergrass, Ms. Kristy Robinson, Dr. Peter Rony, Mr. Ferat Sahin, Dr. Brian Warren

Guest: Ms. Deborah Barbour

I. Call to Order. Mr. Clyde Harris, chair, called the meeting to order at 3:30 p.m.

Mr. Harris announced that the minutes of the November 5, 1998, CSA meeting had been approved electronically.

II. Approval of Agenda.

Motion was made and seconded to approve the agenda. Motion was approved by unanimous vote.

III. Committee Reports

A. Ms. Laura Bayless reported that the next meeting of the Judicial Affairs Review Committee will be December 1.

B. Mr. Sean Blackburn reported that the ad hoc committee on membership met on November 16, and their next meeting will be on November 30 to review the recommendations that were made three years ago on membership of CSA.

IV. New Business

A. Motion was made and seconded to approve the minutes of the September 23, 1998 meeting of the Student Budget Board. Motion passed unanimously.

B. Mr. Steve Mouras, Director of Transportation for Virginia Tech, presented a briefing on the Parking Survey which is being distributed to faculty, staff, and students. He reported that a year ago, Parking Services identified a need for a survey, and decided to go to the customer base to see what changes they wanted. They talked with the Committee for Parking and Transportation which consists of faculty, staff, and students, and asked that they participate in the project. They distributed the survey this summer to a group of students who were coming through the fall parking permit sales and encouraged them to participate. Over 4,000 students participated in this survey. Mr. Mouras provided overheads which showed the data from this survey, and reported that faculty and staff have also received the survey which was sent to them by campus mail. They will use

this data to reinforce what initiatives are needed to address some of the parking shortfalls. He indicated that the survey will do two things. One is to get input from the students and other users, and secondly, to begin to educate people on the reality of parking at Virginia Tech.

Mr. Mouras stated that in 1989, the General Legislature passed a law that stated that universities, colleges, and public institutions of higher education cannot use state money for anything related to parking. The revenues are received from parking permits, fines, and parking meters. Mr. Mouras reported on current and new projects and the cost of permits at other institutions and ratio comparison of spaces versus permits.

Mr. Mouras encouraged everyone to complete the survey if they haven't done so. The survey can be found at <http://www.pasn.vt.edu/survey>, and if there are any questions, to email him at [pkssurvey@vt.edu](mailto:pkssurvey@vt.edu). A question and answer session followed his presentation.

Mr. Harris thanked Mr. Mouras for his presentation.

#### V. Announcements

A. Ms. Jennifer Gittes encouraged everyone to come to the Pep Rally tonight at 9:00 p.m. at Alumni Hall.

B. Ms. Roxene Thompson thanked the SGA for appearing on behalf of CSA before the Board of Visitors to present the resolution concerning the Tech Central project. She reported that the Board of Visitors, motivated by the efforts of CSA, adopted unanimously a resolution to be sent to the Mayor of Blacksburg, requesting that the Town Council of Blacksburg reconsider the Town's administrative approval of the project for the sake of the University and community.

C. Ms. Madonna Mendoza thanked the student leadership for their support of the recent Asian/American Week activities.

VI. Adjournment. There being no further business, the meeting adjourned at 4:55 p.m.

Respectfully submitted,

Betty Eaton  
Recording Secretary

## MINUTES

Commission on Student Affairs  
219 Squires Student Center  
December 3, 1998  
3:30 p.m.

Present: Mr. Clyde Harris, Mr. Davis Bailey, Mr. Jerry Via (for Dr. Robert Bates), Ms. Laura Bayless, Mr. Jamaa Bickley-King, Mr. Andrew Bishop, Mr. Sean Blackburn, Ms. Nicki Cantrell, Mr. Matthew Chan, Dr. Lanny Cross, Ms. Lori Crowe, Ms. Lara Digan, Mr. Ryan Ford, Mr. Joe McAlarnen (for Mr. Jonathan Harmer), Ms. Alex Iannucci, Ms. Madonna Mendoza, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Ms. Kristy Robinson, Dr. Peter Rony, Mr. Ferat Sahin, Dr. Delores Scott, Dr. Edward Spencer, Ms. Roxene Thompson, Mr. Paul Wagner

Absent: Ms. Susan Anderson, Ms. Lauren Esleeck, Ms. Judy Fielder, Ms. Jennifer Gittes, Ms. Kara Gittes, Dr. Martha Johnson, Mr. Jody Olson, Dr. Edd Sewell, Dr. Brian Warren

I. Call to Order. Mr. Clyde Harris, chair, called the meeting to order at 3:30 p.m.

Mr. Harris announced that the minutes of the November 19, 1998, CSA meeting had been approved electronically.

### II. Approval of Agenda

Motion was made and seconded to approve the agenda. Motion was approved by unanimous vote.

### III. Committee Reports

A. Ms. Laura Bayless reported that the Judicial Affairs Review Committee met on Tuesday to review the responses they received from other institutions. They will meet again either exam week or early next semester and come up with a recommendation to present to CSA.

B. Mr. Sean Blackburn reported that the CSA Membership Ad Hoc Committee met on November 30. Their next meeting will be early in spring semester, and will bring their recommendations to CSA soon after that meeting.

### IV. New Business

A. Ms. Lori Crowe presented copies of the new Virginia Tech Union Constitution for first reading. She reported that items have been removed from the Constitution in order to have a smaller version of the Constitution, but these will be included in the By Laws. A motion was made, seconded and approved unanimously to waive first reading.

A suggestion was made to change one word in the new Constitution. Section B. Non-discrimination statement should read, "No otherwise qualified individual shall be excluded from membership on the basis of age, race, sex, handicap, national origin, sexual preference, religious affiliation, or political persuasion." After further discussion, motion was made, seconded, and passed unanimously to approve the changes to the Virginia Tech Constitution.

B. Dr. Delores Scott presented a brief history of the University Task Force on Academic Advising which was appointed by the Provost in September of 1998. Dr. Scott reported that for the last three years, there has been a lot of discussion about advising at the university, how we assess it, and what might be done to improve it. The charge of the task force was to examine student/advisor needs and responsibilities, methods and departmental structures for advising students, use of technology in advising, and strategies for recognizing and rewarding advising.

Between 1997 and 1998, there were four groups working on this issue. In 1996, there was an alumni survey that was administered to people who have been out of the university for several years, and one of their issues was advising. The survey found that alumni were not satisfied with the quality of advising that they had received while at the university. In late 1996, the President made a statement about issues related to undergraduate education, and one of the things which he emphasized in his pledge was the importance of academic advising. In March of 1997, our accreditation agency visited Virginia Tech. The group suggested that Virginia Tech evaluate its advising processes and use the results to make the system more effective.

Dr. Scott discussed a summary of what has happened with the task force since its appointment, which included the charge to the task force, appointment of internal and external work groups, discussion of strategies to ensure student involvement and developing a working paper for advising philosophy. The task force is composed of faculty, administrators, advisors, and other people who have the responsibility for delivering academic advisement to undergraduate and graduate students. One of the big issues which they discussed was at what point should they involve students and how do they go about doing that. In the work group meetings, the internal group developed a questionnaire to identify methods of advising, and the external group began collecting information on advising at peer institutions. They discussed strategies to involve the campus community in advising discussions and reaffirmed the need for and importance of student input. In December, they plan to continue the work of the internal and external groups, and develop the strategy on how they will engage students in the discussions on academic advising.

Dr. Scott distributed the "Proposed Guiding Philosophy for Advising" and asked for suggestions from CSA members as to what they think of the document and if there are things they would like to add or consider. Some of the suggestions included conducting a survey in conjunction with class registration; a survey of students prior to their being advised as to what their needs are, and when they leave the university, if their expectations have been fulfilled; classroom teacher evaluations; determine which departments are highly rated by students, what they are doing versus what the other departments are doing and then comparing the two; how students and the advisors give feedback; distribute a survey when students pick up their class schedules which has to be completed before they get their op scans; define what the advisors should be doing, strictly advising or a well-rounded individual who will serve the needs of the community and the Commonwealth. It was stated that one of the biggest issues with the students is not having access to an advisor and not feeling comfortable going to the advisor, and that it is critical to have a recourse for poor faculty advising.

Dr. Scott thanked the members for their suggestions.

## V. Announcements

A. Mr. Ryan Ford introduced the new Interfraternity Council president, Mr. Brad Ramsey.

B. Dr. Barbara Pendergrass distributed a flyer related to spring break and urged that care be taken regarding fraudulent offers. She announced that the Office of the Dean of Students will be presenting the Second annual Diversity Summit to be held Monday, January 18, 1999, 12:00-3:00 in Owens Banquet Hall. She asked that she be contacted if anyone is interested in participating. Dr. Pendergrass also distributed an invitation to "An Evening of Celebration" to be held Tuesday, December 8, 1998, 5:00 p.m. in the Multicultural Center, Squires Student Center.

C. Ms. Kristi Robinson introduced Ms. Lara Digan as the new president of the Panhellenic Council.

D. Dr. Peter Rony asked that the university community should widely communicate and conduct informational sessions regarding the year 2000. Mr. Harris indicated that perhaps someone could be invited to attend a future CSA meeting to discuss this issue.

VI. Adjournment. There being no further business, the meeting adjourned at 4:40 p.m.

MINUTES

Commission on Student Affairs  
Brush Mountain Room B  
January 21, 1999  
3:30 p.m.

Present: Ms. Madonna Mendoza, Ms. Susan Anderson, Ms. Laura Bayless, Ms. Jovette Gadson (for Mr. Jamaa Bickley-King), Mr. Andrew Bishop, Mr. Sean Blackburn, Ms. Nicki Cantrell, Mr. Matthew Chan, Dr. Lanny Cross, Ms. Jennifer Wenzke (for Ms. Lori Crowe), Ms. Lara Digan, Ms. Judy Fielder, Ms. Jennifer Gittes, Ms. Kara Gittes, Mr. Jonathan Harmer, Ms. Marcia Haradon (for Ms. Alex Iannucci), Mr. Jody Olson, Mr. Daniel Palmer, Dr. Barbara Pendergrass, Dr. Delores Scott, Dr. Edd Sewell, Dr. Edward Spencer, Ms. Roxene Thompson, Mr. Paul Wagner, Dr. Brian Warren

Absent: Mr. Davis Bailey, Dr. Robert Bates, Ms. Lauren Esleeck, Dr. Martha Johnson, Mr. Brad Ramsey, Dr. Peter Rony, Mr. Ferat Sahin

I. Call to Order. Dr. Landrum L. Cross announced that Ms. Madonna Mendoza, who has been serving as vice chair, will be chairing the meetings for the spring semester. Mr. Clyde Harris, who served as chair during fall semester, has had to resign from the position for personal reasons. Dr. Cross then turned the meeting over to Ms. Mendoza.

Ms. Mendoza reported that the minutes of the December 3, 1998 meeting of CSA had been approved electronically.

II. Approval of Agenda. Motion was made and seconded to approve the agenda. Motion was approved by unanimous vote.

III. Committee Reports

A. Judicial Affairs Review Committee: Ms. Laura Bayless reported that Mr. Jeff Cullen is continuing to receive responses from the Association of Student Judicial Affairs, but that the committee has not met.

B. Mr. Sean Blackburn reported that the CSA Membership Ad Hoc Committee will be meeting on Friday, January 22, 1999, at 3:00 p.m., and will submit their recommendation to CSA at a future meeting.

IV. New Business

A. Ms. Mendoza introduced Ms. Jovette Gadson, who will be representing Mr. Jamaa Bickley-King, and Ms. Jennifer Wenzke, who will be representing Ms. Lori Crowe until her return. Mr. Jody Olson introduced Mr. Daniel Palmer, the new vice president for the Student Government Association. Ms. Lara Digan was introduced as the new president of Panhellenic Council.

B. Ms. Mendoza opened the floor for nominations for vice chair of CSA. Dr. Edward Spencer nominated Mr. Sean Blackburn. A motion was made, seconded, and approved unanimously to name Mr. Blackburn as vice chair for the remainder of the spring semester.

C. Dr. Benjamin Dixon, Vice President for Multicultural Affairs, gave a

presentation on campus and classroom climate at Virginia Tech. He reported that since his arrival at Virginia Tech, he has been pulling together some of the ideas he brought with him, and also other information regarding the history at Tech around the issue of diversity and multiculturalism.

Dr. Dixon stated that in the fall of 1998, President Torgersen declared that he would be establishing the Office of the Vice President for Multicultural Affairs. At that time, Dr. Torgersen issued a campus-wide letter stating that the basic charge of the office would be to bring together and focus the direction and momentum on the efforts to increase diversity and attention to multicultural affairs on the campus involving students, faculty, and staff. He stated that diversity is at the heart of education, and that model institutions have mission statements that celebrate diversity, administrative involvement, linkages with minority communities, strong and numerous student support services, involvement of academic departments, active recruiting of minority faculty members, training and rewards for all faculty for developing multicultural approaches in teaching and research, and a multicultural emphasis for all students.

Dr. Dixon reported that their mission is to provide leadership and direction for the continuous assessment and improvement of university-wide efforts to create and sustain a more diverse and inclusive community of learners; to work collaboratively with other university units to build a capacity to recognize and value difference, encourage and support positive interactions between and among diverse populations, and maximize the benefits of a multicultural perspective; and to advise the President and university leadership on the policies, programs, practices and resources needed to achieve excellence, equity and effectiveness in the research, teaching and learning, and outreach activities of the university. They will be conducting an assessment of campus climate to identify and assess the different diversity characteristics within the campus community; conduct an assessment of campus climate and inventory the assets and tools that exist to address issues; and use findings from studies and conversations with faculty, staff and students to advise the President and senior staff members on matters related to diversity, multiculturalism, equity, and quality.

Dr. Dixon stated that planning will include determining the most effective ways to manage the variety of differences within the campus community, developing a strategic plan to guide the university's activities related to diversity and multiculturalism, and collaborate with individuals and organization units to assist and advocate for those persons who have special needs and/or significant cultural differences.

Dr. Dixon also reported that the development is the third leg of their journey to help bring about positive changes, advise and address campus climate, increase the diversity on campus, and develop consensus on how the university defines and applies the values or principles of "equity," "diversity," and "multiculturalism."

Dr. Dixon told the commission members that he is open to any suggestions and recommendations they may have, and to send those recommendations to him at [bdixon@vt.edu](mailto:bdixon@vt.edu).

A question and answer session followed, after which Ms. Mendoza thanked Dr. Dixon for his presentation.

D. Ms. Mendoza distributed the applications for the Undergraduate and Graduate Student Representatives to the Virginia Tech Board of Visitors. Mr. Andrew Bishop reported on the position of undergraduate student representative, and stated that the basic responsibility is not just to attend the board meetings, but to also attend other functions and meetings, and to speak on behalf of their constituents to groups such as faculty, administration and the board members themselves. He stated that the representative can make an impact directly and indirectly by bringing an awareness of issues and concerns to the board. He encouraged everyone to consider applying for the position and to recommend it to their constituents. Ms. Roxene Thompson, graduate representative, reported that the board meets four times a year, and that it is not just the function of the representatives to attend these meetings, but that they are "on duty" all the time by interacting with students, answering questions concerning problems they may have, and by letting the board know what is going on with the students. Ms. Thompson stated that these are non-voting positions. She reported that there will be two informational meetings concerning these positions. These meetings will be held January 27 and February 3, 4:00 p.m. in 110 Burruss Hall.

E. Ms. Nicki Cantrell reported on the process of funding requests and appeals to the Student Budget Board. She stated that all requests for funding are due by 5:00 p.m. on January 25, and that hearings will begin February 2. She reported that deliberations will be the week after spring break, and funding requests will be brought before CSA by April 1, and the CSA Student Budget Board Appeals Committee will then hear appeals. The chair of the subcommittee from CSA will send information to all organizations appealing their funding requests.

Ms. Cantrell stated that they have requested that \$800,000 be set aside for student organization programming and activities. They have been at level funding at \$770,000 for several years, so their request would be about a 4% increase. She stated that they have not yet received information concerning approval of the \$800,000, but every indication is that they will receive it.

Ms. Cantrell questioned the funding for the Virginia Tech Rescue Squad. Dr. Cross stated that CSA took action in the fall semester, and that a letter was sent from CSA requesting that "the Virginia Tech Rescue Squad should not expect to receive funding from the Student Budget Board for 1999-2000, and that their budgetary needs will have to be met through the budgeting processes from Student Health Services." He stated that there is a concern as to whether or not it is appropriate for CSA or the Student Budget Board to say that an organization cannot be considered for funding. Dr. Ed Spencer stated that the CSA report suggested that funding should come through the Student Health Services budget, but that like all student organizations, the Rescue Squad could apply for educational programming funds through the Student Budget Board.

#### V. Announcements

Dr. Cross stated that CSA student members will be receiving an e-mail invitation to a meeting on February 2, 4:00 p.m., in the President's Board Room, 212 Burruss Hall. Mr. Dave Chambers from the Athletic Department will be attending to discuss the football ticket distribution policy, and

Dr. Charles Steger, vice president for development, will be talking to the student leaders regarding a special event he is planning.

Ms. Mendoza distributed copies of applications for the Virginia Governor's Fellows Program.

Dr. Delores Scott announced that the Task Force on Academic Advising will be meeting in mid-February, and will begin discussions with students then.

Ms. Wenzke reported that Lori Crowe will be returning to school sometime in February, but is unsure at this time when she will be returning to CSA meetings.

Dr. Barbara Pendergrass distributed copies of the Black History Month brochure and a MAPs flyer. There will be a MAPs interest meeting on January 26, 1999, 6:30 p.m. in the Multicultural Center, 140 Squires Student Center, and encouraged CSA members to attend.

Dr. Brian Warren distributed a flyer titled "Enhance Yourself" which lists programs within the Cook Counseling Center for spring semester.

VI. The meeting adjourned at 4:55 p.m.

MINUTES

Commission on Student Affairs  
Brush Mountain Room B  
February 18, 1999  
3:30 p.m.

Present: Ms. Madonna Mendoza, Ms. Susan Anderson, Mr. Davis Bailey, Ms. Laura Bayless, Ms. Jovette Gadson (for Mr. Jamaa Bickley-King), Mr. Andrew Bishop, Mr. Sean Blackburn, Ms. Nicki Cantrell, Mr. Matthew Chan, Dr. Lanny Cross, Ms. Jennifer Wenzke (for Ms. Lori Crowe), Ms. Judy Fielder, Ms. Jennifer Gittes, Ms. Kara Gittes, Mr. Jonathan Harmer, Mr. Duncan Neasham (for Mr. Jody Olson), Dr. Barbara Pendergrass, Dr. Edd Sewell, Dr. Edward Spencer, Mr. Paul Wagner, Mr. Jason Wiker

Absent: Dr. Robert Bates, Ms. Lara Digan, Ms. Alex Iannucci, Dr. Martha Johnson, Mr. Daniel Palmer, Mr. Brad Ramsey, Dr. Peter Rony, Mr. Ferat Sahin, Dr. Delores Scott, Ms. Roxene Thompson, Dr. Brian Warren

I. Call to Order. Ms. Madonna Mendoza, chair, called the meeting to order at 3:30 p.m.

Ms. Mendoza reported that the minutes of the January 21, 1999 meeting of CSA had been approved electronically.

II. Approval of Agenda. Motion was made and seconded to approve the agenda. Motion was approved by unanimous vote.

III. Committee Reports

A. Judicial Affairs Review Committee: Ms. Mendoza reported that Dr. Martha Johnson informed her that materials have been mailed to the committee members and they are in the process of establishing a meeting time. They will make a recommendation to CSA soon.

B. CSA Membership Ad Hoc Committee: Mr. Sean Blackburn reported that a recommendation will be presented at the next meeting.

IV. New Business

A. Ms. Mendoza distributed packets of applications for the position of Undergraduate Student Representative to the Virginia Tech Board of Visitors. Dr. Lanny Cross instructed the members on the procedures for voting for the top six candidates. The candidates will be rated on leadership, essay, and references. The Office of the Vice President for Student Affairs will tally the ratings, and will announce the names of the six semi-finalists at the March 18 CSA meeting. CSA members must return their rating forms at the March 4 meeting, and if they are unable to attend that meeting, members should send their rating forms to Dr. Cross' office in 112 Burruss Hall.

B. Ms. Mendoza reported that the members of the Student Budget Board Appeals Committee were named at a meeting of CSA during fall semester. Those members who volunteered to serve were Dr. Ed Spencer, Mr. Jody Olson, Ms. Madonna Mendoza, Mr. Jamaa Bickley-King, Mr. Sean Blackburn, and Ms. Kara Gittes. Dr. Spencer will serve as chair. Ms. Nicki Cantrell distributed the Student Budget Board Policies and Procedures Manual.

C. Ms. Mendoza introduced Mr. Dwight Shelton, associate vice president for budget and financial planning, who briefed the commission on the tuition and fees being proposed for the 1999-2000 academic year. Mr. Shelton informed the members that the information he is discussing will not be presented to the Virginia Tech Board of Visitors until Monday, February 22, and that this information should not be published until after the board has met on Monday. Mr. Shelton shared a comparison of 1998-99 tuition and fee rates for Virginia undergraduate students at other institutions in the state, which indicated that Tech ranked third in tuition, ninth in technology fees, and fifteenth in required fees, room and board, and total tuition and fees.

Mr. Tim Hodge, assistant director of budget operations, distributed the 1999-2000 tuition recommendations which will be presented to the board on Monday. He reviewed a summary of charges including educational and general fee, comprehensive fee, room and board fees. He also discussed the comparison of 1998-99 and 1999-2000 annual charges for resident and non-resident undergraduate and graduate students.

A brief question and answer period followed.

D. Mr. Steve Clarke, special assistant to the vice president for student affairs and coordinator for alcohol prevention programs, briefed the committee on his role and presented a brief summary of where we are at this point in regard to the alcohol plan for Virginia Tech. He reported that he is submitting a grant proposal which will provide funding for the program if accepted.

#### V. Announcements

Ms. Susan Anderson distributed copies of the "Celebrating Women's Month 1999" calendar. She pointed out that the Women's Center announced a call for nominations for its annual awards. Nominations are due by March 5 to Ms. Penny Burge, Women's Center. Ms. Anderson also made note of several events including the Eating Disorders Awareness Week, February 22-25, and Take Back the Night, March 25.

Ms. Jovette Gadson announced that Harlem Night will be held Saturday, February 20, 8:00 p.m. in Burruss Hall auditorium. Admission is free.

Ms. Nicki Cantrell announced several upcoming events, some of which are the Volunteer Fair, March 1, Colin Powell on March 30, and the Virginia Tech Community Day of Service on Saturday, March 20.

Mr. Matthew Chan announced that registration will close on March 15 for the Graduate Student Assembly Research Symposium. Registration can be sent on-line at their web site <<http://gsa.uusa.vt.edu/>><http://gsa.uusa.vt.edu>. There are five categories for the poster presentations with cash prizes for the top winners in all categories.

VI. The meeting adjourned at 5:10 p.m.

MINUTES

Commission on Student Affairs  
219 Squires Student Center  
March 4, 1999  
3:30 p.m.

Present: Ms. Madonna Mendoza, Ms. Susan Anderson, Dr. Robert Bates, Ms. Laura Bayless, Mr. Jamaa Bickley-King, Mr. Andrew Bishop, Mr. Sean Blackburn, Ms. Nicki Cantrell, Mr. Matthew Chan, Dr. Lanny Cross, Ms. Lori Crowe, Ms. Judy Fielder, Mr. Joshua King (for Ms. Jennifer Gittes), Dr. Martha Johnson, Mr. Jody Olson, Mr. Daniel Palmer, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Delores Scott, Dr. Edd Sewell, Dr. Gerard J. Kowalski (for Dr. Edward Spencer), Ms. Roxene Thompson, Mr. Jason Wiker

Absent: Mr. Davis Bailey, Ms. Lara Digan, Ms. Kara Gittes, Mr. Jonathan Harmer, Ms. Alex Iannucci, Dr. Peter Rony, Mr. Ferat Sahin, Mr. Paul Wagner, Dr. Brian Warren

I. Call to Order. Ms. Madonna Mendoza, chair, called the meeting to order at 3:30 p.m.

Ms. Mendoza reported that the minutes of the February 18, 1999 meeting of CSA had been approved electronically.

II. Approval of Agenda. Motion was made and seconded to approve the agenda. Motion was approved by unanimous vote.

III. Committee Reports

A. Judicial Affairs Review Committee: Ms. Laura Bayless reported that the committee met three times and reviewed information from a questionnaire as well as actual statements in Judicial System Constitutions that were available on the WEB. The universities chosen for review were the peer institutions along with selected Virginia schools. While some judicial systems have time limits on the amount of time that can elapse between offense and reporting, most systems do not have a time limit.

The committee does not make a recommendation for changes to the time limit.

B. CSA Membership Ad Hoc Committee: Mr. Sean Blackburn distributed the recommendations and report from the Ad Hoc Committee on Membership to the Commission on Student Affairs. A resolution, Commission on Student Affairs Resolution 1998-99A, Commission Membership, was presented for first reading. The resolution states that membership of the Commission should be changed to reflect greater efficiency and equity. The changes in membership would be to remove the sophomore, junior, and senior class representatives and add one representative from the Class System, remove the Extramural Sports Federation seat, and add the Black Student Alliance, and Lesbian, Gay, Bisexual, and Transgender Alliance. A discussion followed, and the resolution will be presented for second reading at the March 18 CSA meeting.

IV. New Business

A. Ms. Susan Anderson briefed the commission on the "Take Back the Night" event. The purpose of the tenth annual rally and candlelight march is to

bring campus and community members together to protest violence against women and to promote awareness of attitudes, beliefs, and behaviors which perpetuate this violence. Organizers encourage everyone to take an active role in changing our society -- a society in which women have reason to fear being out alone at night. Ms. Anderson also encouraged individuals to wear a purple ribbon tied with a knot for every friend or family member who has been sexually assaulted. These ribbons are available at information tables before Women's Month events and also in the Women's Center during Women's Month. The rally and march will take place Thursday, March 25, 7:30 p.m. on the Drillfield. Ms. Anderson encouraged members to participate and to tell others in their organizations about the program. Anyone interested in obtaining additional information may contact Ms. Anderson at 231-8041 or by email at anderson@math.vt.edu.

B. Mr. Jody Olson read a resolution from the Student Government Association, "Resolution Against Extending Enforcement Hours for Parking Lots Designated Faculty/Staff." This resolution concerns the motion made at a meeting of the Faculty Senate on February 16, 1999, stating that "The Virginia Tech Faculty Senate supports extending enforcement of hours for all or parts of lots designated F/S to 9:00 p.m." The Student Government Association disagrees with the implementation of this proposal and asks that CSA support the resolution. A discussion followed, and the resolution will be presented for second reading at the March 18 meeting.

Mr. Olson then read the second resolution from the Student Government Association, "Code of Conduct Resolution." This resolution deals with future connections between Virginia Tech, its logos and approved collegiate apparel made in sweatshop conditions, and urges Virginia Tech to adopt a Code of Conduct which mandates that companies licensed to use the Virginia Tech logos guarantee that those products are not made under sweatshop conditions. A discussion followed, and the resolution will be presented for second reading at the March 18 meeting.

#### C. Discussion Regarding University Policies for Student Life

Mr. Jeff Cullen, director of Judicial Affairs, reviewed the recommendations from the University Policies for Student Life Review Committee. He distributed a copy of the recommendations which include changes in Part V.d., Alcoholic Beverages and Other Controlled Substances; Part III.a., Jurisdiction; Section III.f., University Judicial Records; Section III.d., Formal University Judicial Sanctions; and additions to Section V.A., Access to Campus; and Section III.b., Universities Judicial Procedures. After discussion, Mr. Cullen informed the commission that these recommendations will be brought before the Virginia Tech Board of Visitors for approval at their April meeting. He encouraged members to contact him for further discussion and clarification of the changes.

#### V. Old Business

A. Dr. Landrum Cross distributed a time line and briefed the commission on the process for the position of Undergraduate Student Representative to the Virginia Tech Board of Visitors. The next step in the process will be to tally the scores from the rating forms and notify the six semi-finalists of their selection. A letter will also be sent to the unsuccessful candidates. CSA will interview the six semi-finalists at the April 1

meeting and select three candidates to appear before the selection committee of the Virginia Tech Board of Visitors on Sunday, April 25. The successful candidates (graduate and undergraduate) will then be announced at the board meeting on Monday, April 26.

#### VI. Announcements

Ms. Lori Crowe announced that Colin Powell will be at Virginia Tech on March 30, in Burruss Hall auditorium.

VII. The meeting adjourned at 5:20 p.m.

MINUTES

Commission on Student Affairs  
Brush Mountain Room B  
March 18, 1999  
3:30 p.m.

Present: Ms. Madonna Mendoza, Ms. Susan Anderson, Ms. Laura Bayless, Mr. Jamaa Bickley-King, Mr. Andrew Bishop, Mr. Sean Blackburn, Ms. Nicki Cantrell, Mr. Matthew Chan, Dr. Lanny Cross, Ms. Lori Crowe, Ms. Lara Digan, Ms. Judy Fielder, Ms. Jennifer Gittes, Ms. Kara Gittes, Mr. Jonathan Harmer, Ms. Alex Iannucci, Dr. Martha Johnson, Mr. Jody Olson, Mr. Daniel Palmer, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Delores Scott, Dr. Edd Sewell, Dr. Edward Spencer, Mr. Paul Wagner, Dr. Brian Warren, Mr. Jason Wiker

Absent: Mr. Davis Bailey, Dr. Robert Bates, Dr. Peter Rony, Mr. Ferat Sahin, Ms. Roxene Thompson

I. Call to Order. Ms. Madonna Mendoza, chair, called the meeting to order at 3:45 p.m.

Ms. Mendoza reported that the minutes of the March 4, 1999 meeting of CSA had been approved electronically.

II. Approval of Agenda. Motion was made and seconded to approve the agenda. Motion was approved by unanimous vote.

III. New Business

No new business to report.

IV. Old Business

A. Undergraduate Student Representative to the Virginia Tech Board of Visitors

Ms. Mendoza distributed a memorandum to commission members which included information on the process for interviewing the candidates for the position.

Dr. Landrum Cross announced the names of the six semi-finalists for the position of Undergraduate Student Representative to the Virginia Tech Board of Visitors. They are Mr. Ramsey Duck, Ms. Jovette Gadson, Ms. Dana Gangewere, Mr. Craig Morin, Mr. Darin Oduyoye, and Ms. Katherine Snyder. The six candidates will appear before CSA at their April 1 meeting at which time they will be asked to give a five-minute presentation to the commission on their qualifications for the position. CSA will then vote in closed session for the three semi-finalists to be forwarded to the selection committee of the board of visitors. The selection committee of the board will interview the three undergraduate semi-finalists, as well as the three graduate semi-finalists, at their April 25 meeting. The two successful candidates, graduate and undergraduate, will be announced at the full board meeting on April 26.

B. Second Reading, Commission on Student Affairs Resolution 1998-99A, Commission Membership

Mr. Sean Blackburn presented the Commission on Student Affairs Resolution 1998-99A, Commission Membership for second reading. This resolution states

that the membership of CSA should be changed to reflect greater efficiency and equity. The resolution resolves that the membership of the commission should be changed to remove the representatives of the Sophomore, Junior, and Senior classes and to have one representative from the Class System; to remove the representative of the Extramural Sports Federation; and to add the Black Student Alliance and the Lesbian, Gay, Bisexual and Transgender Alliance.

Ms. Mendoza opened the floor for discussion. Ms. Alex Iannucci, president of the Extramural Sports Federation, stated that her organization approves of the removal of this seat on CSA. After considerable discussion, a motion was made and seconded to amend the resolution to retain the Sophomore, Junior, and Senior Class representatives and remove #7, "A Representative from the Class System." Motion to amend the resolution failed with three abstentions. A motion was then made and seconded to vote on the resolution as written. The resolution passed and will be forwarded to University Council for their April 5, 1999 meeting.

C. Second Reading, Student Government Association Resolution, "Resolution Against Extending Enforcement Hours for Parking Lots Designated Faculty/Staff" and "Code of Conduct Resolution"

1. Mr. Jody Olson presented for second reading a resolution from the Student Government Association, "Resolution Against Extending Enforcement Hours for Parking Lots Designated Faculty/Staff." This resolution concerns the motion made at a meeting of the Faculty Senate on February 16, 1999, stating that "The Virginia Tech Faculty Senate supports extending enforcement of hours for all or parts of lots designated F/S to 9:00 p.m." The Student Government Association disagrees with the implementation of this proposal and asks that CSA support the resolution.

The floor was opened for discussion. It was suggested that the Student Government Association add another "Whereas" to the resolution to state, "The Commission on Student Affairs supports this resolution." Another suggestion was to have the Commission on Student Affairs endorse the resolution as written and to have a letter sent along with the resolution to Parking Services stating that the Commission on Student Affairs endorses the Student Government Association resolution. A motion was made and seconded to send the letter and resolution to Parking Services. There was one objection. A motion was made and seconded to endorse the resolution as written, and a letter will be sent to Parking Services from CSA endorsing the SGA resolution.

2. Mr. Olson then presented for second reading a resolution from the Student Government Association, "Code of Conduct Resolution." This resolution deals with future connections between Virginia Tech, its logos and approved collegiate apparel made in sweatshop conditions, and urges Virginia Tech to adopt a Code of Conduct which mandates that companies licensed to use the Virginia Tech logos guarantee that those products are not made under sweatshop conditions.

Mr. Olson stated that there is one change from the first reading. The last "Resolved" should read, "That a Code of Conduct must include a living wage clause that mandates that workers making products bearing the Virginia Tech logo be paid a subsistence wage appropriate for their local community and also include the workers' right to collective bargaining." Discussion followed. It was stated that the words "Code of Conduct" should be changed so as not to be confused with Virginia Tech's Student Code of Conduct. It was pointed out that the words "Code of Conduct" are being used nationwide concerning this matter, and should not be changed. It was further stated

that more research should be done in this matter before voting to approve the resolution, and a motion was made and seconded to table the resolution. Motion passed. The chair of CSA will contact someone who is knowledgeable about the sweatshop issue to attend a future meeting for further discussion. This item will be added to the April 1 agenda with the understanding that it may be necessary to move it to the April 18 meeting because the interviews for the BoV position may require the entire meeting time on April 1.

#### V. Announcements

1. Ms. Laura Bayless announced that a committee will be meeting to discuss the academic calendar as to whether or not to add a fall break. She asked commission members to contact her if they have any comments or concerns.

2. Ms. Lori Crowe announced that the Colin Powell event has sold all but 78 student tickets, but there are plenty of public and faculty/staff tickets available.

3. Ms. Nicki Cantrell reported that the Student Budget Board allocations will be presented at the April 1 meeting, and that the deadline to appeal the decisions is April 8.

4. Ms. Susan Anderson reminded members that "Take Back the Night" will be held March 24, and that the Clothesline Project will be on display at the Women's Center.

5. Ms. Jennifer Gittes announced that the Student Alumni Association will be distributing information about this group in Alumni Hall on Tuesday, Wednesday, and Thursday of next week.

VI. The meeting adjourned at 5:05 p.m.

MINUTES

Commission on Student Affairs  
Room 219, Squires Student Center  
April 1, 1999  
3:30 p.m.

Present: Ms. Madonna Mendoza, Ms. Susan Anderson, Ms. Laura Bayless, Mr. Andrew Bishop, Mr. Sean Blackburn, Ms. Nicki Cantrell, Ms. Kimberly DeGuise (for Mr. Matthew Chan), Ms. Lori Crowe, Ms. Lara Digan, Ms. Judy Fielder, Ms. Jennifer Gittes, Mr. Jonathan Harmer, Ms. Alex Iannucci, Mr. Jody Olson, Mr. Daniel Palmer, Ms. Kim Philpott (for Dr. Barbara Pendergrass), Mr. Brad Ramsey, Mr. Ferat Sahin, Dr. Edd Sewell, Dr. Edward Spencer, Ms. Roxene Thompson, Dr. Brian Warren, Ms. Lauren Esleeck (for Mr. Jason Wiker)

Absent: Mr. Davis Bailey, Dr. Robert Bates, Mr. Jamaa Bickley-King, Dr. Lanny Cross, Ms. Kara Gittes, Dr. Martha Johnson, Dr. Peter Rony, Dr. Delores Scott, Mr. Paul Wagner

Guest: Ms. Heather Dunahoo, Student Budget Board

I. Call to Order. Ms. Madonna Mendoza, chair, called the meeting to order at 3:45 p.m. Ms. Mendoza reported that the minutes of the March 18, 1999 meeting of CSA had been approved electronically.

II. Approval of Agenda. Motion was made and seconded to approve the agenda. Motion passed.

III. New Business

A. Undergraduate Representative to the Virginia Tech Board of Visitors Interviews and Selection of Three Semi-Finalists

Mr. Sean Blackburn, vice chair, made a motion for the Commission on Student Affairs to convene in closed session for the purpose of selecting the three finalists for the position of Undergraduate Student Representative to the Virginia Tech Board of Visitors. Motion was seconded and passed. Ms. Mendoza reviewed the procedures for the interviews and selected two members, Ms. Laura Bayless and Dr. Edd Sewell, to ask the two questions of the candidates which had been pre-selected by the CSA members. Ms. Mendoza asked Mr. Brad Ramsey to keep the time for the candidates' presentations. The candidates were interviewed, and asked the two questions. They were allotted five minutes for their presentation, and two minutes to answer each of the questions. The commission members voted by secret ballot for the three candidates who would be sent forward to the selection committee of the Board of Visitors. The Board will meet on Sunday, April 25, 1999. The three finalists are: Mr. Ramsey Duck, Ms. Jovette Gadson, and Mr. Darin Oduyoye. Ms. Mendoza thanked all of the candidates for their time and the effort they put forth in this process. A motion was made and seconded to move out of closed session. A motion was made and seconded to approve the decision made during closed session. Motion passed.

B. Announcement of the Semi-finalists for the Graduate Student Representative to the Virginia Tech Board of Visitors

Ms. Roxene Thompson announced the names of the three semi-finalists for the Graduate Student Representative to the Board. Those names are: Ms. Elaine Humphrey, a graduate student in the masters program of Higher Education and Student Affairs in the College of Human Resources and Education; Mr. Glenn Rioux, enrolled in the Computer Science five-year BS/MS program; and Ms. Jennifer Yang, a master of public administration candidate in the College of Architecture and Urban Studies. The candidates will be introduced to CSA at the April 15 meeting.

### C. Student Budget Board Funding and Appeal Process

Ms. Nicki Cantrell distributed a copy of the memorandum that was sent to the University Student Life Programs and University Chartered Student Organizations and reviewed the procedures for Student Budget Board appeals. She reported that the Student Budget board completed the review of the 1999-2000 annual budget requests for USLPs and UCSOs. Seventeen organizations requesting \$651,052 are funded for a total of \$523,171 or 80% of aggregate requests. In contrast, undergraduate and graduate registered student organizations were funded at less than 50% of aggregate requests. Appeals will be considered by the Commission on Student Affairs on April 15. Ms. Cantrell stated that organizations wishing to appeal the recommendations should submit a written statement to the secretary of CSA by 5:00 p.m. on April 8. According to the funding policies established by the Commission on Student Affairs, appeals may only be based on the following criteria:

1. Established policies and procedures were not followed.
2. The organization was denied the opportunity to present significant evidence at the time of the hearing.
3. The funding decision was arbitrary and capricious.

The fact that the Board did not fund an item at the requested level does not constitute grounds for appeal.

Ms. Cantrell reported that the requests far exceeded the funding. A major organization was added to the list this year, and two other organizations turned in requests for a far greater amount than in previous years. She stated that an additional \$30,000 has been requested, and if received the organizations will be notified that contingency funds will be available. She reported that funding was at a higher level this year, 80%, compared to 77% last year.

Ms. Cantrell requested that the issue of funding for a notable speakers series as a collaborative university effort be added to the agenda for the Commission on Student Affairs next year.

Discussion followed. A motion was made and seconded to approve the funding recommendations of the Student Budget Board. Motion passed.

### III. Old Business

#### A. Code of Conduct Resolution

Mr. Jody Olson made a motion to table the Student Government Association Code of Conduct Resolution until the next meeting, April 15. Motion was seconded and passed.

V. Announcements

A. Ms. Mendoza distributed materials forwarded to CSA from Dr. Peter Rony, titled "1997-98 Faculty Senate Campus Climate Committee Full Report."

B. Mr. Ferat Sahin announced that International Week starts Friday, April 2, and continues until April 12. He reported that African Night is Friday, and the Street Fair is on Saturday.

C. Ms. Lori Crowe thanked the commission members who came to the Colin Powell event.

D. Ms. Mendoza announced that the Filipino/American Student Association is holding its 11th Annual Culture Night on Saturday. Doors open at 5:45 p.m., food sampling begins at 6:15 p.m., and it is free. This month, every weekend, each organization under the umbrella of the Asian American Student Union will be hosting their culture shows. Next week is the Vietnamese Student Association, the weekend after that is the Society of Indian/Americans, and the weekend following that is the Chinese/American Society.

VI. The meeting adjourned at 5:10 p.m.

MINUTES

Commission on Student Affairs  
Room 219, Squires Student Center  
April 15, 1999  
3:30 p.m.

Present: Ms. Madonna Mendoza, Ms. Susan Anderson, Ms. Erin Hanley (for Mr. Davis Bailey), Ms. Kimberly DeGuise (for Ms. Laura Bayless), Mr. Andrew Bishop, Mr. Sean Blackburn, Ms. Nicki Cantrell, Mr. Matthew Chan, Dr. Lanny Cross, Ms. Lori Crowe, Ms. Lara Digan, Ms. Judy Fielder, Ms. Rachael Emery (for Ms. Jennifer Gittes), Mr. Jody Olson, Mr. Duncan Neasham (for Mr. Daniel Palmer), Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Edd Sewell, Dr. Edward Spencer, Mr. Jeffrey Sutton (for Mr. Paul Wagner), Dr. Brian Warren, Mr. Jason Wiker

Absent: Dr. Robert Bates, Mr. Jamaa Bickley-King, Ms. Kara Gittes, Mr. Jonathan Harmer, Ms. Alex Iannucci, Dr. Martha Johnson, Dr. Peter Rony, Mr. Ferat Sahin, Dr. Delores Scott, Ms. Roxene Thompson

Guests: Mr. Chris Gates, Mr. Dennis Wnorowski, Ms. Jennifer Yang, Mr. Will Simpkins, Mr. Ken Keane, Ms. Jenn Wenzke, Ms. Heather Dunahoo, Ms. Elaine Humphrey, Mr. Glenn Rioux, Dr. David Ostroth

I. Call to Order.

Ms. Madonna Mendoza, chair, called the meeting to order at 3:30 p.m.

A. Ms. Mendoza reported that the minutes of the April 1, 1999 meeting of CSA had been approved electronically.

B. Ms. Mendoza asked each organization to introduce their new officers who will be serving on CSA for 1999-2000. Ms. Lori Crowe introduced Mr. Ken Keane as the new president of Virginia Tech Union, Mr. Matt Chan introduced Ms. Erin Hanley and Ms. Kimberly DeGuise, representatives for GSA, and Ms. Rachel Emery was introduced as the Corps of Cadets representative.

II. Approval of Agenda. Motion was made and seconded to approve the agenda. Motion passed.

III. Old Business

A. Student Government Association Code of Conduct Resolution. Mr. Jody Olson introduced Mr. Chris Gates, who briefed the commission members on the sweatshop issue. Mr. Gates stated that there are three issues that are important for the consideration of the Code of Conduct Resolution.

1. It is a national issue. University Students Against Sweatshops is very active around the country. This organization is trying to get universities to pass the Code of Conduct that would mandate that licensees insure not only the quality of products but also that those products hold up to certain human rights requirements.

2. They have developed a very strong support base at Virginia Tech for the Code of Conduct. GSA and SGA have supported this resolution, along with CISO and various other similar organizations representing a very diverse group.

3. They are currently working with the administration and representatives of SGA and GSA for their input. They view CSA support as being very important in getting approval of the resolution.

Discussion followed. Motion was made and seconded that the Commission on Student Affairs will endorse the Student Government Association Code of Conduct Resolution under the condition that the SGA will change the last two words of the resolution from "collective bargaining" to "form a union."

After further discussion, question was called and the issue was voted on with 9 ayes, 2 nays, and 7 abstentions. The Student Government Association will forward the corrected resolution to the Office of the Vice President for Student Affairs, which in turn will forward it to the chair of the committee which has been reviewing this issue, with a letter endorsing the support of the Commission on Student Affairs.

#### IV. New Business

A. Introduction of Semi-finalists for the Position of Graduate Student Representative to the Virginia Tech Board of Visitors. Mr. Andrew Bishop introduced the three candidates for the position of Graduate Student Representative to the board of visitors. The candidates, Ms. Elaine Humphrey, Mr. Glenn Rioux, and Ms. Jennifer Yang, spoke to the commission about their qualifications for the position and why they are interested in being the graduate representative. The candidates will appear before the board at the April 25 meeting. Ms. Mendoza thanked the candidates for appearing before CSA.

B. Student Budget Board Appeals. Dr. Edward Spencer reported that the Student Budget Board Appeals Committee met with the three groups which had filed appeals regarding their allocations for 1999-2000. As a result of the hearings, the committee denied the Council of International Student Organizations' appeal but approved the Lesbian, Gay, Bisexual, Transgender Alliance and Virginia Tech Union appeals for hearings before CSA.

Dr. Spencer asked Mr. Will Simpkins to present arguments in behalf of the Lesbian, Gay, Bisexual, Transgender Alliance appeal. After a lengthy discussion from Mr. Simpkins and Ms. Nicki Cantrell of the Student Budget Board, a motion was made and seconded to enter into executive session. After further discussion, motion was made and seconded to add \$640 to the National Coming Out Day, Distinguished Speakers Series, and Gay Awareness Week for airfare, for a total of \$1920 to be added to their travel allotment. A motion was made and seconded to amend the original motion to add \$50 and \$90 for materials for the Community Visibility and Education and Gay Awareness Week. The vote on the amendment was 12 ayes, 6 nays, and 0 abstentions. Amendment passed.

Commission voted on the original motion to add \$640 in the three categories mentioned above in travel monies for a total of \$1920. The vote on the original motion was 16 ayes, 2 nays, and 0 abstentions. Motion passed.

Dr. Spencer welcomed the group back into open session and informed the Lesbian, Gay, Bisexual, Transgender Alliance of the decision of the commission to add an additional \$1920 in travel money, and \$140 for materials to their request.

Dr. Spencer informed Ms. Cantrell that the minutes of this commission meeting will be the official notification of the actions of CSA to the Student Budget Board.

Dr. Spencer then asked Ms. Lori Crowe, president of the Virginia Tech Union, to present arguments for their appeal. The three items they appealed were (1) Office Program - Telephone Service project; (2) Membership development - Leadership development project; and (3) Summer Programming. After a lengthy discussion from Ms. Crowe and Ms. Cantrell, a motion was made and seconded to enter into executive session.

Discussion and questions followed. A motion was made and seconded to fund \$2848 in the leadership development project. The vote to add \$2848 in this category was 13 ayes, 0 nays, and 2 abstentions. Motion passed.

A motion was made and seconded to add \$300 to the Summer Contract/Concerts category for use for Kid's Day activities. The vote to add \$300 to this category was 11 ayes, 1 nay, and 3 abstentions. Motion passed.

Motion was made and seconded to add \$548 for telephones in Burruss Hall. Discussion and questions followed. The vote to add \$548 to telephone service category was 3 ayes, 10 nays, and 2 abstentions. Motion failed.

Dr. Spencer then moved into open session and informed the Virginia Tech Union of the commission's action to add \$2848 in the leadership development project, and \$300 in the Summer Contract/Concerts category for use for Kid's Day activities.

C. Due to the length of the meeting, a motion was made and seconded to schedule another meeting of the Commission on Student Affairs to hear Items C and D on the agenda. Those items are:

1. Student Budget Board Membership for 1999-2000
2. Election of Chair and Vice Chair of the Commission on Student Affairs for 1999-2000

Motion passed unanimously. The next meeting of CSA to hear these two items will be Thursday, April 29, 3:30 p.m., 219 Squires Student Center.

#### V. Announcements

A. Dr. Barbara Pendergrass distributed several items for the commission's information. (1) A flyer for a celebration of diversity planning meeting to be held Monday, April 19, 5:00 p.m. in the Multicultural Center in Squires Student Center; (2) an invitation to a Multicultural Programs Celebration, Friday, April 30, 4:00 p.m. in the Black Cultural Center and Multicultural Center; and (3) an e-mail from Mr. Larry Hincker, associate vice president for university relations, announcing that the Virginia Tech Presidential Search Committee will hold a public forum on Saturday, May 1, to hear comments from faculty, students, staff, alumni, and the general public on factors to be considered in conducting the search, and the criteria by which presidential candidates should be evaluated. The forum will be held in the Brush Mountain Room of Squires Student Center from 9:30 a.m. to 12 noon.

VI. The meeting adjourned at 6:30 p.m.

MINUTES

Commission on Student Affairs  
Room 219, Squires Student Center  
April 29, 1999 3:30 p.m.

Present: Ms. Madonna Mendoza, Ms. Susan Anderson, Mr. Andrew Bishop, Mr. Sean Blackburn, Ms. Nicki Cantrell, Mr. Matthew Chan, Dr. Lanny Cross, Mr. Ken Keane (for Ms. Lori Crowe), Ms. Judy Fielder, Ms. Jennifer Gittes, Mr. Mike Scarry (for Mr. Jonathan Harmer), Mr. Duncan Neasham (for Mr. Jody Olson), Mr. Drew Lichtenberger (for Mr. Daniel Palmer), Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Edd Sewell, Dr. Edward Spencer, Ms. Roxene Thompson, Mr. Jeffrey Sutton (for Mr. Paul Wagner)

Absent: Mr. Davis Bailey, Dr. Robert Bates, Ms. Laura Bayless, Mr. Jamaa Bickley-King, Ms. Lara Digan, Ms. Kara Gittes, Ms. Alex Iannucci, Dr. Martha Johnson, Dr. Peter Rony, Mr. Ferat Sahin, Dr. Delores Scott, Dr. Brian Warren, Mr. Jason Wiker

I. Call to Order.

Ms. Madonna Mendoza, chair, called the meeting to order at 3:30 p.m.

A. Ms. Mendoza reported that the minutes of the April 15, 1999 meeting of CSA had been approved electronically.

II. Approval of Agenda. Motion was made and seconded to approve the agenda. Motion passed.

III. Old Business

A. Student Budget Board Membership for 1999-2000

Ms. Nicki Cantrell distributed the current list of Student Board Members and the application forms for the elected Graduate and Undergraduate positions for the Student Budget Board for 1999-2000. She asked members to distribute these to their organizations and encourage their members to apply. She informed the commission that the elected undergraduate and elected graduate representatives are approved by CSA. The faculty members are approved by CSA, but nominated through Faculty Senate. The administrative staff member selected as chair is an indefinite appointment. The chair of CSA appoints the second administrative staff member. To date, two recommendations have been received for this position, and one student has applied for the appointed position. She asked that the applications for positions on Student Budget Board for 1999-2000 be sent to her by May 6. Ms. Cantrell suggested that if more than one person applies for the position, perhaps CSA could vote electronically.

B. Election of Chair and Vice-Chair of Commission on Student Affairs

Ms. Mendoza opened the floor for nominations for chair of the Commission on Student Affairs for 1999-2000. One person was nominated for the position of chair of CSA. Mr. Sean Blackburn was elected chair for 1999-2000. Ms. Mendoza congratulated Mr. Blackburn on being selected chair.

Nominations for the position of vice chair were accepted, and two candidates for this position spoke to their qualifications. Following their presentations, commission went into closed session for voting. Mr. Brad Ramsey was elected vice-chair for 1999-2000.

Ms. Mendoza announced the commission would return to open session. She thanked the candidates for their presentations and congratulated Mr. Ramsey on being selected as vice chair.

#### IV. Announcements

A. Ms. Roxene Thompson announced that the Graduate Student Representative for 1999-2000 is Ms. Elaine Humphrey.

B. Mr. Drew Bishop announced that the Undergraduate Student Representative for 1999-2000 is Mr. Darin Oduyoye.

C. Ms. Judy Fielder announced that her term on CSA is ending this year, and that it has been a pleasure to have served on the commission.

D. Ms. Mendoza expressed her appreciation to the members for the opportunity to serve as chair of CSA.

V. The meeting adjourned at 4:05 p.m.