

Commission on Student Affairs

Orientation Meeting

September 20, 2007
3:30-5:30 p.m.
Brush Mt. B
Squires Student Center

Minutes

Present: Sofiat Abdulrazaaq, Amanda Beringer, Jessica Brunson, Kristin Clarke, Ron Daniel, Michael Dunleavy, Rick Ferraro, Tim Filbert, Monika Gibson, Thomas Hogdahl for Ryan Gleeson, Brian Golden, Zenobia Hikes, Monica Hunter, John Kane, Meredyth Kenney, Adeel Khan, Roshan Kundwani, Maureen Lawrence, Tanya LeRoith, Joseph McFadden, Heath Carter for Michael Raines, Stephen Rong, Brennan Shepard, Guy Sims, Ryan Smith, Ed Spencer, Sherif Agha for Toni Stroter, Lynsey Stuart

Absent: Virgilio Centeno, Curtis Dahn, Portia Galloway, Frances Keene, Gary Kinder, Julie Latterell, Cristina Lugo, Margaret McQuain, Amanda Olejarski, Andy Rivenbark, Karen Eley Sanders, Robert Sebek

Visitors: Jessica Grimes, Taylor Powell

I. Call to Order

Dr. Ed Spencer, Associate Vice President for Student Affairs, serving as chair, called the meeting to order at 3:35 p.m. and welcomed everyone to the first meeting of the year.

II. Adoption of Agenda

Dr. Spencer called for adoption of the agenda. There was a motion to adopt the agenda as written. The motion was seconded and passed.

III. New Business

a. Welcome to CSA

Dr. Spencer gave a brief overview of CSA and how it fits into the university's governance system.

b. Introductions

Dr. Spencer asked the commission members to introduce themselves.

c. Discussion of Future Agenda Items

Dr. Spencer opened the floor for a discussion of possible agenda items to be covered this year. The topics include:

- Health and wellness needs of students—the need for more counseling services and clinic space in McComas
- Internal review report and the upcoming review by President's Office—the need for student representation on the panel
- Parking issues—the need for more ADA spaces on campus, and problems with limited parking in the commuter lots for students
- University accrediting process—Quality Enhancement Process, particularly the first year experience
- Student organization programming—how the organizations can serve the community with quality programming, and with better promotion and marketing to ensure a diverse group of people will attend
- Student organizations—how to make students aware of the organizations and help them feel comfortable joining the organizations
- Undergraduate academic advising—how to ensure consistency across colleges
- Security measures related to 4/16—presentation on the extra measures being taken
- Hokie Camp—presentation of the plans
- VT Engage—presentation on the program
- Memorial event in April—collaboration among groups on campus to plan a large event
- Budget Board—changes related to the RSO Budget Board resolution that was passed by CSA in April and revised SBB Constitution
- Recreational Sports—the need for more space in relation to feedback from students
- Campus Climate—look at ways to continue to be a closer knit community, make sure every person on campus feels welcome
- Student Tuition and Fees—request an overview presentation from the Budget Office earlier in the year so they can discuss the budget situation and the possible impact on students
- Graduate student equality—encourage discussion with graduate students, faculty, and staff in areas like QEP and VT Engage to make sure it's a learning experience for all groups on campus

d. Discussion of Meeting Frequency

Dr. Spencer introduced the topic of how frequently the commission would like to meet. The commission discussed the possibility of meeting once per month but there was no proposal to change the meeting schedule. The commission will continue to meet twice per month.

IV. Old Business

a. Election of Chair and Vice Chair

Dr. Spencer announced that the nominations for chair and vice chair are still open from the April 5 CSA meeting. The nominees from the April 5 meeting are Ryan Smith for chair and Amanda Beringer for vice chair. One nomination was made by e-mail: Curtis Dahn for chair and vice chair. Dr. Spencer opened the floor for further nominations. Joe McFadden was nominated for chair. Jessica Brunson was nominated for vice chair. There being no further nominations, the floor was closed. The candidates for chair and vice chair were asked to introduce themselves and speak about their

qualifications and reasons for wanting to hold the position. They were asked to leave the room while the commission discussed their qualifications. A written vote was taken for each position. Joe McFadden was selected as chair and Jessica Brunson was selected as vice chair.

V. Announcements

Stephen Rong announced the AASU Fall Speaker Series, Magdalen Hsu Li, 7:00 p.m., September 20, GLC Auditorium.

Monica Hunter announced that Homecoming Week starts on September 23. A list of events can be found at: <http://www.vthomecoming.org.vt.edu/>. She encouraged everyone to participate.

Maureen Lawrence made the following VTU announcements: the movie *Evan Almighty*, 8:00 p.m., September 21, Colonial Hall, Squires; Laugh Riot, 7:00 p.m., September 25, Burruss Auditorium (now postponed until November 13); The Roots (co-sponsored with BSA), 7:00 p.m., September 26, Burruss Auditorium; Gym Class Heroes, 7:30 p.m., October 4, Burruss Auditorium.

Thomas Hoghahl invited student organizations that haven't been sending representatives to SGA house meetings to attend their meetings on Tuesdays at 5:30 p.m. in Brush Mountain A, Squires.

Sofiat Abdulrazaaq announced the NPHC Stepshow, 7:00 p.m., September 28, Burruss Auditorium.

Jessica Brunson announced that other NPHC events are shown on the NPHC and VT event calendars. They are co-sponsoring (with IFC, PhC, and UCFS) "Confronting the Idiot in Your Chapter," a speech by T.J. Sullivan, 7:00 p.m., October 16, Burruss Auditorium.

Mike Dunleavy announced the Class of 2009 Ring Premier on October 2, 7:00 p.m., Burruss Hall.

Heath Carter encouraged students to vote for homecoming king and queen.

Joe McFadden announced that GSA is hosting the Graduate/Professional School Day, 10:00 a.m.-2:00 p.m., October 1, Commonwealth Ballroom, Squires. Over 75 schools from across the country will be participating.

Ed Spencer reminded everyone to bring their name tags and notebooks to each CSA meeting.

VI. Adjournment

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Donna Sanzenbach
Recording Secretary

Commission on Student Affairs

October 4, 2007

3:30-5:30 p.m.

Brush Mountain A & B
Squires Student Center

Minutes

Present: Amanda Beringer, Jessica Brunson, Heath Carter, Kristin Clarke, Neal Kegley for Ron Daniel, Michael Dunleavy, Rick Ferraro, Tim Filbert, Portia Galloway, Monika Gibson, Ryan Gleeson, Brian Golden, Zenobia Hikes, Monica Hunter, John Kane, Frances Keene, Meredyth Kenney, Adeel Khan, Gary Kinder, Maureen Lawrence, Joseph McFadden, Amanda Olejarski, Stephen Rong, Jessica Grimes for Karen Eley Sanders, Robert Sebek, Brennan Shepard, Guy Sims, Ryan Smith, Ed Spencer, Lynsey Stuart

Absent: Sofiat Abdulrazaaq, Curtis Dahn, Virgilio Centeno, Roshan Kundwani, Julie Latterell, Tanya LeRoith, Cristina Lugo, Margaret McQuain, Andy Rivenbark, Toni Stroter

Visitors: Taylor Powell, Students from Appalachian State University

I. Call to Order

Mr. Joe McFadden, chair, called the meeting to order at 3:33 p.m.

II. Adoption of Agenda

Mr. McFadden called for adoption of the agenda. The agenda was approved as written.

III. Chair Report

Before Mr. McFadden gave the Chair Report, Dr. Ed Spencer announced that three students from Appalachian State University were in attendance. They were in town for a one day visit to Virginia Tech.

Mr. McFadden discussed some operating procedures for this year. He asked that all agenda items be submitted to himself (jwm@vt.edu) and Ms. Sanzenbach (donnas@vt.edu) no later than 5:00 pm on the Friday before the next scheduled meeting. Items submitted after the deadline are not guaranteed to be on the agenda, but will be added to the next agenda. The meeting agendas will be sent no later than the Tuesday before each meeting. He asked that members please send a proxy if not available to attend the meetings. He will keep the meetings as short as possible, but the scheduled time is 3:30-5:30 p.m. He also requested that any documents to be considered at a meeting be sent to the CSA listserv (CSAREPRESENTATIVES@listserv.vt.edu) at least 24 hours in advance.

IV. Guest Speaker

- A. **VT-ENGAGE**--Karen Gilbert, Coordinator for VT-ENGAGE, gave a presentation on the program. VT-ENGAGE is a program that promotes community service around the world. In its first year the program will honor those we lost on April 16 and their dedication to serving others. The program challenges faculty, staff, students and alumni of Virginia Tech to pledge at least 10 hours of service to be completed by late spring 2008. The total goal is 600,000 hours of service. The kick-off event is scheduled for October 16 at 4:00-7:00 p.m. on the drillfield. Seventy-five community service organizations will be represented and will offer volunteer opportunities. The event will also feature food, music, and games. She encouraged everyone to attend. Starting October 16, volunteers may pledge hours at the kick-off event or at the VT-ENGAGE website: www.engage.vt.edu. The website features a search option that allows volunteers to search by interest and skills. Ms. Gilbert asked everyone to join the university in a reaffirmation of *Ut Prosim* (That I May Serve). A flyer for the program will be sent to the CSA listserv so it can be circulated widely among student organizations. Mr. McFadden thanked Ms. Gilbert for her presentation and asked how many groups represented on CSA were planning to pledge hours. Several groups indicated they have plans to volunteer. Faculty were encouraged to share information about the program with students who may not be in organizations.

V. Old Business

VI. New Business

- A. **Revisions to Constitution of the Student Budget Board (First Reading)**—Ms. Monica Hunter distributed copies of revisions to the constitution for first reading. She also distributed copies of the *Student Activity Fee Allocation Policies and Procedures for the SBB and RSO Budget Board*. This document merges the policies and procedures for the former SGA and GSA Budget Boards into the Registered Student Organization Budget Board. This merger was approved by CSA during spring semester 2007. The constitutional changes include: 1) Change wording about Student Activity Fees, formerly referred to as University Student Center Fees. 2) They are adding two student representatives, one from LASO and one from BSA. 3) In the past they have found it difficult to find faculty to sit on the board. The change will allow the board to still function if no faculty members are identified by October 1. 4) They also clarified that the board will not consider funding actions during the summer when no board members are on campus. The deadline for requesting funds for summer activities will be the last meeting of spring semester.

The floor was opened for discussion. Ms. Hunter was asked to clarify on the document that the faculty members appointed to the board would be instructional faculty, not AP faculty. There was a question about the new wording that indicates the board would be able to function without the faculty

members being appointed—what is the purpose of faculty representation on the board if it isn't necessary for them to be there? Ms. Hunter responded that the faculty members are included to give a wide representation of the campus community, and they do prefer for them to be there. It was also suggested that the wording about quorum be updated to ensure that more than half the voting members are in attendance. There were no further questions. Second reading will take place at the October 18 meeting.

- B. **Appointment of Student Representatives**—Mr. McFadden announced that student representatives from CSA need to be chosen for the Academic Support Committee and the Commission on Equal Opportunity and Diversity. These appointments for a one year term should have been made during spring semester, but were delayed due to April 16. Mr. McFadden read the charge for group then opened the floor for volunteers or nominations for the Academic Support Committee. Ms. Amanda Beringer volunteered. There were no further volunteers or nominations, and Ms. Beringer was selected by acclamation. Mr. McFadden opened the floor for volunteers or nominations for the Commission on Equal Opportunity and Diversity. Mr. Brennan Shepard volunteered. There being no further volunteers or nominations, Mr. Shepard was selected by acclamation.
- C. **Discussion of Student Organization Programming**—Mr. McFadden opened the floor for a discussion of ways in which student organization programming can better serve the student body. The commission discussed tools their organizations use in advertising their programs and also ways to learn about programs that are going on in the community. Some ideas include: 1) Posting notices on the website for the Town of Blacksburg at no charge. These notices also run on the local cable television station. The Town/Gown group is discussing the possibility of a community calendar that will show town and campus events on one calendar. 2) SGA is having an information session on Thursday, October 11, in Old Dominion Ballroom. They will share information about their programs and discuss ways students can get involved in student organizations. 3) Advertising on the BT buses, running ads in the *Collegiate Times*, sending press releases to the major publications in the area, placing table cards in dining halls. 4) Publish a newsletter about campus events. 5) Start a Facebook or Blackboard-type website for events. 6) Take advantage of the available resources, such as the event calendar on the VT website. 7) In the meantime, send event notices to the CSA listserv and ask the student organizations to forward them to their constituent groups.

Mr. McFadden also asked for ideas on how to make students more aware of student organizations and how can we help them feel more comfortable with joining the organizations. Recommendations were: 1) Send e-mails to students about organizations. 2) Develop a publication that would include a list of student organizations and expanded information about what they do. A similar brochure is given to freshmen at orientation and has been recently expanded to include websites. The brochure is broken down into categories to make it more useful to students. 3) Expand the Student Activities website for student organizations to include categories, such as service organizations,

philanthropic organizations, etc. Ms. Hunter indicated they are in the process of updating the website and hope it will be more user friendly in the future.

Dr. Hikes thanked the group for their suggestions and suggested a committee to work with Student Activities on these two topics. The following volunteered to serve on the committee: Ryan Gleeson, Brian Golden, Mike Dunleavy, Adeel Khan, Stephen Rong, Brennan Shepard, Maureen Lawrence, and Meredyth Kenney.

VII. Announcements

Ms. Monica Hunter announced *Power of 16*, an event being held so students can learn more about the 16 departments in the Division of Student Affairs. It will also allow Student Affairs to get feedback from students. There will be games, prizes and food. The event will be held on October 23, 6:00-8:00 p.m., Owens Banquet Room.

Mr. Adeel Khan announced that the Class of 2009 class ring was revealed on October 2. Orders are being taken from October 9-12 in the Williamsburg Room, Squires. Ms. Meredyth Kenney recognized Mr. Ryan Gleeson for designing the ring.

Mr. Ryan Gleeson announced that SGA would be hosting the Extreme Makeover Campus Edition on October 10 and 11 on the drillfield. Students will be invited to express their opinions about Virginia Tech—what they like, what they don't like, and what they would like to see changed. Results will be presented to faculty and administrators in the spring and an open forum will be held with students, faculty, and administrators. Mr. Gleeson also thanked Ms. Monica Hunter for planning such a great homecoming week this year.

Ms. Frances Keene announced that Byron Hurt would be on campus to present his documentary film, *Beyond Beats and Rhymes*, a look at the impact of the hip-hop culture. The event is October 9, 7:00 p.m., Commonwealth Ballroom, Squires.

Ms. Kristin Clarke announced "Confronting the Idiot in Your Chapter," a speech by T.J. Sullivan, 7:00 p.m., October 16, Burruss Auditorium.

Ms. Jessica Brunson announced that NPHC and UCFS would hold a bake sale on October 10, 9:30-3:30 on the drillfield. BOC will sponsor an organizational showcase on October 18, 4:00-7:00 p.m., Commonwealth Ballroom, Squires.

Dr. Guy Sims announced that a committee is planning events to commemorate April 16. They are setting aside an entire week in April 2008 to allow commemorative events throughout the week. Student organizations are encouraged to participate. Someone from the committee will be in touch with student organizations about their plans.

Ms. Maureen Lawrence announced that Gym Class Heroes would perform that evening at 7:30 p.m., Burruss Auditorium. She also announced the movie, *I Now*

Pronounce You Chuck & Larry, October 12, 7:00 p.m., Colonial Hall, Squires;
Laugh Riot has been rescheduled for November 13, 6:00 p.m., Burruss Auditorium.

Mr. McFadden announced that GSA is holding a Child Care Forum and Barbeque on October 14 at the Blacksburg Recreational Park. Kids are welcome.

VIII. Adjournment

The meeting adjourned at 4:46 p.m.

Respectfully submitted,

Donna Sanzenbach
Recording Secretary

Commission on Student Affairs

October 18, 2007

3:30-5:30 p.m.

Brush Mountain A & B
Squires Student Center

Minutes

Present: Ashley Wise for Sofiat Abdulrazaaq, William Brubaker for Amanda Beringer, Eric Beasley for Jessica Brunson, Heath Carter, Kristin Clarke, Neal Kegley for Ron Daniel, Rick Ferraro, Tim Filbert, Monika Gibson, Ryan Gleeson, Kate Petti for Brian Golden, Monica Hunter, Frances Keene, Meredyth Kenney, Adeel Khan, Roshan Kundwani, Danielle Espino for Maureen Lawrence, Joseph McFadden, Osama Marzouk for Amanda Olejarski, Karen Eley Sanders, Robert Sebek, Brennan Shepard, Guy Sims, Ryan Smith, Ed Spencer, Lynsey Stuart

Absent: Virgilio Centeno, Curtis Dahn, Michael Dunleavy, Portia Galloway, Zenobia Hikes, John Kane, Gary Kinder, Julie Latterell, Tanya LeRoith, Cristina Lugo, Margaret McQuain, Andy Rivenbark, Stephen Rong, Toni Stroter

Visitors: Ray Plaza

I. Call to Order

Mr. Joe McFadden, Chair, called the meeting to order at 3:32 p.m.

II. Adoption of Agenda

Mr. McFadden called for adoption of the agenda. The agenda was approved as written.

III. Chair Report

Mr. McFadden reported that as a follow-up to the October 4 discussion on how student organization programming can better serve the student body, the Order of the Gavel will take over this matter. The discussion will begin at their October 26 meeting at 3:00 p.m. Anyone with comments for Order of the Gavel should contact Ingrid Ngai at ingai@vt.edu. Mr. McFadden made a procedural announcement. We will use a speakers list at all future meetings, and everyone should raise their name cards to be added to the speakers list. He asked for volunteers to serve as the reporter for CSA for the remainder of the year. Anyone willing to help out with this task should contact him. He also announced that CSA has pledged 320 hours thus far for VT Engage.

IV. Guest Speaker—Ray Plaza

- A. **Inclusive Excellence Concept**—Mr. Ray Plaza, Director of Diversity Initiatives in Multicultural Affairs, gave an overview of the Inclusive Excellence Concept, which will be used by Virginia Tech for its diversity and inclusion efforts. The concept consists of four primary elements: 1) focus on student intellectual and social development; 2) purposeful development and utilization of organizational resources to enhance student learning; 3) attention to cultural differences learners bring to the educational experience and that enhance the enterprise; 4) a welcoming community that engages all of its diversity in the service of student and organizational learning. This concept is incorporated in The Inclusive Excellence Model developed by Damon Williams, Joseph Berger and Shederick McClendon. The Inclusive Excellence Model focuses on four main aspects—Access and Equity; Diversity in the Formal and Informal Community; Campus Climate; Student Learning and Development. These four areas help to govern how institutions can develop strategies and indicators for institutional transformation. More information can be found at www.aacu.org/inclusive_excellence/index.cfm.

Mr. Plaza announced that Damon Williams will be on campus on November 9 and invited the students to attend a luncheon with him. The luncheon will be held from 12:00-1:15 p.m. at The Inn. Please contact Mr. Plaza at rp25@vt.edu if interested in attending. Mr. Plaza also announced that the Office of Multicultural Affairs will unveil a website devoted to Inclusive Excellence in the near future.

- B. **Update on the Implementation Team for the Task Force on Race and the Institution**—Mr. Plaza provided an overview of the Implementation Team for the Task Force on Race and the Institution, which was formed in August 2007 to examine the recommendations of the task force and develop a timeframe for implementation. The implementation team will meet on a monthly basis and each team member has been assigned to one of the six report areas: Academic Programs, Administrative Infrastructure, Alumni and Community Engagement, Faculty/Staff, Graduate Students, and Undergraduate Students. Team members will make recommendations on how to accomplish the goals in all areas of campus, and they will work with departments to make sure they know how to implement the recommendations. Accountability for the process will fall to the Office of Multicultural Affairs and progress will be monitored for several years.

V. Old Business

- A. **Revisions to Student Budget Board Constitution (Second Reading)**—Ms. Monica Hunter presented the SBB Constitution changes for second reading. Ms. Hunter sent a document to the CSA listserv at the beginning of the week that shows the changes made at the request of CSA at first reading on October 4. She briefly outlined the changes. There was a motion to approve the constitution. The motion was seconded and passed.

VI. New Business

- A. **Presentation on Health and Wellness Area of Student Affairs**—Dr. Rick Ferraro gave a presentation on the Health and Wellness Area of Student Affairs. He discussed the departments that fall in his area: 1) Schiffert Health Center; 2) Cook Counseling Center; 3) Services for Students with Disabilities; 4) College Alcohol Abuse Prevention Center; 5) Health Education; 6) Recreational Sports; 7) Virginia Tech Rescue Squad. He discussed the working principles of these areas, the services they provide to our students, and some areas they hope to expand in the near future. They face challenges in space and financing. Many of his areas have outgrown their space and need to expand. In addition, they need a permanent home for the office of Services for Students with Disabilities. They are working to meet these challenges in a cost-effective manner that places emphasis on value for the students. A brief question and answer period followed.

VII. Announcements

Ms. Monica Hunter announced that Student Affairs would host Power of 16 at 6:00 p.m. on October 23 in Owens Banquet Hall. She distributed a letter from Kim Timpany that announced the need for student volunteers to host two female and two male students visiting from Monterrey Tec in Mexico. The visitors will be here October 24-28. Anyone interested in serving as a host may contact Ms. Timpany at timpany@vt.edu.

Dr. Guy Sims announced that comedian Aries Spears would perform at 7:00 p.m. that evening in the GLC Auditorium.

Mr. Adeel Khan announced that SGA is holding a voter drive for absentee ballots. Applications may be picked up in the SGA office in Squires.

Ms. Danielle Espino announced that the movie Harry Potter and the Order of the Phoenix would be shown at 8:00 p.m. in Colonial Hall, Squires on October 19 and 20. Lorraine Warren, investigator for the Amityville Horror will speak at 7:00 p.m. on October 22 in Colonial Hall. The musical The Producers will be performed at 7:00 p.m. on October 30 in Burruss Auditorium.

Mr. McFadden announced that the next meeting is scheduled for November 1. The deadline for agenda items is October 26.

VIII. Adjournment

The meeting adjourned at 4:54 p.m.

Respectfully submitted,

Donna Sanzenbach
Recording Secretary

Commission on Student Affairs

November 15, 2007

3:30-5:30 p.m.

Brush Mountain A & B
Squires Student Center

Minutes

Present: Sofiat Abdulrazaaq, Amanda Beringer, Jessica Brunson, Heath Carter, Rick Ferraro, Zenobia Hikes, Monica Hunter, John Kane, Adeel Khan, Gary Kinder, Roshan Kundwani, Maureen Lawrence, Margaret McQuain, Amanda Olejarski, Stephen Rong, Jessica Grimes for Karen Sanders, Robert Sebek, Brennan Shepard, Ray Williams for Guy Sims, Ryan Smith, Ed Spencer

Absent: Virgilio Centeno, Kristin Clarke, Ron Daniel, Michael Dunleavy, Tim Filbert, Portia Galloway, Monika Gibson, Ryan Gleeson, Brian Golden, Frances Keene, Meredyth Kenney, Julie Latterell, Tanya LeRoith, Cristina Lugo, Joseph McFadden, Andy Rivenbark, Toni Stroter, Lynsey Stuart, John Gray Williams

Guests: Angelo Colon, Julia Hopkins

I. Call to Order

Ms. Jessica Brunson, Vice Chair, called the meeting to order at 3:33 p.m.

II. Adoption of Agenda

Ms. Brunson called for adoption of the agenda. There was a motion to adopt the agenda as written. The motion was seconded and approved.

III. Chair Report

A. **Upcoming Student Fees Presentation**—Ms. Brunson announced that Mr. Tim Hodge, University Budget Director, would attend the November 29 meeting to discuss student fees. In order to address the questions of the commission, he would like to have questions submitted to him prior to the presentation. Ms. Brunson asked that anyone with questions for Mr. Hodge to please submit them in writing at the end of the meeting or to e-mail them to her (NPHC-VT@vt.edu) or Mr. Joe McFadden (jwm@vt.edu) prior to the November 29 meeting.

IV. Guest Speaker

A. **Presentation on Hokie-Thon**—Tabled due to absence of the scheduled presenter.

V. Old Business

VI. New Business

- A. **BOC Constitutional Changes**—Ms. Sofiat Abdulrazaaq presented the changes to the Black Organizations Council Constitution for first reading and outlined the changes. Under Article III—Officers, they have added the following officers: 1) Assistant to the Executive Board (who will sit in for other officers as needed), 2) Media Chair, 3) Historian, and 4) Advisor. *Suggested changes:* clarify that the Advisor is a faculty or staff member and therefore wouldn't be required to meet the same academic standards as other officers. Also clarify whether the Advisor has voting privileges. It was suggested they add "Executive Board Member, Non Officer" next to Advisor in Article III, Section I-11. Also in Article III, Section IV states that any Virginia Tech student may pursue an office in B.O.C, but Section VI states that candidates running for a position on the B.O.C. Executive Board must be a member of a B.O.C. organization. After discussion it was determined that the two Member-At-Large positions (female and male) on the B.O.C. Council could be held by any Virginia Tech student. The wording should be corrected to clarify this.

The section pertaining to impeachment of Executive Officers has been updated to show that a two-thirds vote of the Executive Board is required for impeachment or removal from office and three formal warnings must be given prior to an impeachment vote. *Suggested change:* clarify the language about impeachment and removal from office. If two thirds vote is needed for impeachment and another two thirds vote later for removal, this should be noted.

They added a section to Duties of Officers that requires officers to attend all B.O.C. functions or appropriate actions will be taken against the accused officer, which may later result in impeachment. Under Clause 6 in this section, Members-At-Large will be the third officers in the line of responsibility for securing room reservations for B.O.C. organizations. Under Clause 7—Assistant to the Executive Board, the assistant shall know the duties of all positions and be ready to fill the positions in the absence of the members. Under Clause 8—Media Chair, the responsibilities are outlined. *Suggested changes:* Executive Board, Executive Committee, and Executive Council are used interchangeably throughout the document. If they are all the same group, make the wording consistent throughout. Numbering for the clauses in this section needs to be corrected. Duties of the Assistant to the Executive Board are unclear. With the current wording it would be possible for the Assistant to be assigned the position of chair should the chair be removed from office, but that is not the intent of the position. It was suggested they add wording to indicate the Assistant will fill duties temporarily at the request of an Executive Board Member. Ms. Abdulrazaaq was asked to make the language about advisors consistent throughout the document, perhaps using the term "university advisor" rather than "faculty advisor." QCA should be changed to GPA in Clause 9, D.

Ms. Abdulrazaaq concluded by outlining the changes to the Bylaws. There were no further comments from the commission. Second reading will take place on November 29.

- B. **Discussion of Day of Remembrance for April 16, 2008**—Mr. Adeel Khan indicated that following April 16, 2007, the SGA Senate and House brought up a resolution calling for April 16, 2008, to be declared a university-sanctioned Day of Remembrance for the university with no meetings, classes, organizational events, or other happenings to be held and that a moment of silence be observed at 9:45 a.m. 1,000 students were surveyed and over 94 percent were in favor. The request is for 2008 only, to be evaluated in future years. Mr. Khan pointed out that the resolution doesn't need to be passed by CSA or University Council because the Provost has the authority to act on this matter. Mr. Khan said he is willing to discuss this with student or faculty organizations if they would like more information. The commission had a brief discussion about possible remembrance events for the day.

VII. Announcements

Ms. Maureen Lawrence announced the Brand New concert at 9:00 p.m., November 29, in Commonwealth Ballroom, Squires. She also encouraged people to check out the new VTU website: <http://www.vtu.org.vt.edu/>.

Ms. Monica Hunter announced that the final Budget Board Workshop would be held that evening. Any groups that haven't attended should try to attend.

Mr. Adeel Khan announced the new Hokies United campaign to raise money for the victims of the Southern California wildfires. He encouraged student organizations to hold fundraisers to raise funds that will be combined and presented to the American Red Cross. He also announced that basketball t-shirts are on sale. The theme is Hokies on Fire and the proceeds will also go to the wildfire disaster relief efforts. The shirts are available at the University Bookstore.

VIII. Adjournment

There being no further business, the meeting adjourned at 4:36 p.m.

Respectfully submitted,

Donna Sanzenbach
Recording Secretary

Commission on Student Affairs

November 29, 2007

3:30-5:30 p.m.

Brush Mountain A & B
Squires Student Center

Minutes

Present: Sofiat Abdulrazaaq, Jessica Brunson, Heath Carter, Virgilio Centeno, Ron Daniel, Michael Dunleavy, Tim Filbert, Emily Webb for Ryan Gleeson, Monica Hunter, John Kane, Frances Keene, Adeel Khan, Roshan Kundwani, Maureen Lawrence, Joseph McFadden, Amanda Olejarski, Stephen Rong, Karen Sanders, Guy Sims, Ed Spencer, Toni Stroter

Absent: Amanda Beringer, Kristin Clarke, Rick Ferraro, Portia Galloway, Monika Gibson, Brian Golden, Zenobia Hikes, Meredyth Kenney, Gary Kinder, Julie Latterell, Tanya LeRoith, Cristina Lugo, Margaret McQuain, Andy Rivenbark, Robert Sebek, Brennan Shepard, Ryan Smith, Lynsey Stuart, John Gray Williams

Visitors: Jeremy Archuleta, Sonya Benson, Nicki Cantrell, Jeneylyne Colcol, Gilles Divoux, Rebecca French, Jonathan Moore, Benjamin Orsburn, Scott Reed, Ken Stanton, Brian Templeton, Kim Timpany

I. Call to Order

Mr. Joe McFadden, Chair, called the meeting to order at 3:34 p.m.

II. Adoption of Agenda

Mr. McFadden called for adoption of the agenda. There was a request to remove the Black Organization Council Constitutional Changes from the agenda because BOC hasn't met to discuss the changes that were proposed at first reading on November 15. There was a motion to approve the removal of this item from agenda. The motion was seconded and passed. There was a motion to adoption the agenda as amended. The motion was seconded and passed.

III. Chair Report

Mr. McFadden welcomed everyone to the meeting and announced that several visitors were present. He indicated that both commission members and visitors would have the opportunity to ask Mr. Hodge questions and he would alternate the speakers list between the two groups. He also announced this is the last meeting of the semester. He may be in contact with the commission via e-mail before meetings start again in Spring Semester.

IV. Guest Speakers

- A. **Presentation on Student Fees**—Mr. Tim Hodge, University Budget Director, provided an overview of the university's financial structure, the current budget environment, the cost of education at Virginia Tech, auxiliary enterprises, and benchmarking for tuition and fees. He then opened the floor for a question and answer period. A sampling of the Q&A period follows: Mr. Hodge was asked why student fees increase each year. He responded that the reasons include increased wireless fees, increased electricity costs at the university, increases in health insurance costs, and salary increases for personnel. He was asked why students are required to pay a specific fee, such as the recreational fee, even though they might not use that service. Mr. Hodge responded that the fees cover future users of the service as well as the present services. Without the student fees, the university services system would not exist. The services are available to everyone, whether they use them or not. Mr. Hodge was asked if there is more detailed information about the breakdown of each student fee. He gave the following website as a reference: <http://www.bursar.vt.edu/tuition/index.php>. He was asked why departments aren't allowed to pay all mandatory fees for graduate students on assistantship since they are allowed to pay tuition. He responded that under state law we would not be allowed to do this because we would be using public funds, and there are restrictions on how the public funds may be used. However, they have tried to make the graduate stipends high enough to cover these fees for the students. The students responded that the stipends aren't increasing quickly enough to cover the increase in student fees each year. Mr. McFadden indicated he has discussed this issue with the Dean of the Graduate School, so they are aware of the problem. He was also asked whether health insurance fees for graduate students can be paid by the departments with grant money. Mr. Hodge indicated that is allowed for students who are working under sponsored grants and contracts. It is considered one of their fringe benefits. In the interest of time, Mr. McFadden closed the question and answer period and thanked Mr. Hodge for his willingness to speak to the group.
- B. **Overview of Provost Office**—Dr. Mark McNamee, University Provost and Vice President for Academic Affairs, started his discussion by saying it was helpful for him to hear a discussion on budgets and tuition and fees from the students' perspective. He believes it is very important for this type of discussion to take place so the budget decisions can be as open as possible. Dr. McNamee then discussed his role as Provost. The Provost of a university is the chief academic officer and usually has the title of Vice President for Academic Affairs. Anything about the university that involves the academic enterprise falls under the Provost. Dr. McNamee reports directly to the President and the following report to him: Vice President for Student Affairs, Vice President for Research, Vice Provost for Graduate Studies and Dean of the Graduate School, Vice Provost for Outreach and International Affairs, Dean of the Library, and all college deans. Approximately 80 percent of the university operations report to the provost and he works very closely with the other administrative areas as well. One of his responsibilities is to work with the president, Board of Visitors, students, faculty and staff to lead and shape what the academic profile of the university is going to look like. Strategic

planning, the range of programs for students, and the criteria for admission of students all fall under his area. The provost leads these discussions and makes sure those who will implement these programs have what they need to be successful, including sufficient resources. The administration strives to expand and enhance the university, especially the research area. They also strive to enhance the academic programs. They've spent several years enhancing the strength of graduate education at the university as well as the undergraduate programs. He works closely with student affairs to make sure students are educated in all areas of their lives. Following a brief question and answer period, Dr. McNamee thanked the group for inviting him to speak. He said he would be happy to meet with other student groups as well. He encouraged the commission to keep up their good work because these groups are very important to the university.

V. Old Business

- A. **BOC Constitutional Changes (2nd reading)**—Item tabled.

VI. New Business

VII. Announcements

Dr. Guy Sims announced the 11th Annual Diversity Summit at 2:00-4:00 p.m., January 25, Commonwealth Ballroom, Squires.

Mr. Joe McFadden announced the GSA and CISO Wine Social at 5:30 p.m., November 30, University Club. The cost is \$10.

Ms. Maureen Lawrence announced that Brand New was performing that evening at 9:00 p.m., Commonwealth Ballroom, Squires. *Good Luck Chuck* is the final movie of the semester and will be shown on at 8:00 p.m., November 30, Colonial Hall, Squires. She also announced free massages from 11:00-5:00, December 3, Johnston Student Center, 3rd floor.

Mr. McFadden also reminded the commission that a recorder is needed for next semester. Please consider volunteering for this job.

VIII. Adjournment

There being no further business, the meeting adjourned at 5:15 p.m.

Respectfully submitted,

Donna Sanzenbach
Recording Secretary

Commission on Student Affairs

February 7, 2008

3:30-5:30 p.m.

Brush Mountain A & B
Squires Student Center

Minutes

- Present:** Lauren Davis for Sofiat Abdulrazaaq, Bill Brubaker, Jessica Brunson, Heath Carter, Virgilio Centeno, Rick Ferraro, Tim Filbert, Ashley Anderson for Portia Galloway, Monika Gibson, Thomas Hogdahl for Ryan Gleeson, Brian Golden, Zenobia Hikes, Monica Hunter, Adeel Khan, Leah Potok for Maureen Lawrence, Joe McFadden, Ingrid Ngai, Marshaun Glover for Amanda Olejarski, Cassandra Sheehan for Angie Puryear, Daniel Knott for Ryan Heider, Jessica Grimes for Karen Sanders, Brennan Shepard, Guy Sims, Ryan Smith, Toni Stroter, Lynsey Stuart
- Absent:** Ron Daniel, Michael Dunleavy, John Kane, Frances Keene, Meredyth Kenney, Gary Kinder, Julie Latterell, Tanya LeRoith, Cristina Lugo, Margaret McQuain, Stephen Rong, Robert Sebek, Ed Spencer, John Gray Williams
- Guests:** Nicki Cantrell, Kanitta Charoensiri, Kevin Finelli, Ray Plaza, Kristen Swanson

I. Call to Order

Mr. Joe McFadden, Chair, called the meeting to order at 3:30 p.m.

II. Adoption of Agenda

There was a motion to adopt the agenda as written. The motion was seconded and approved.

III. Chair Report

Mr. McFadden reminded the commission that he is still recruiting for a CSA recorder for the remainder of the year. He also reminded the group that agenda items are due by 5:00 p.m. on the Friday before each meeting and the agenda will be sent out no later than the Tuesday prior to the meeting. Mr. McFadden said that earlier in the year the commission decided against forming committees this year, but he would like to form a committee to look into the graduate student fees issue. He has discussed this with Dr. DePauw and she feels this would be a good topic for CSA to study. Specifically, graduate students are allowed to break their tuition and fees payments into four payments using the Budget Tuition Plan, but they are required to pay a \$45 application fee to do this, otherwise their account is put on

hold. The committee would study this \$45 fee and possibly draft a resolution that would eliminate the extra fee. Graduate students at other institutions don't typically pay this fee. He opened the floor for nominations for chair of this committee. Mr. Brennan Shepard was nominated for chair and accepted the nomination. There were no further nominations for chair. Ms. Toni Stroter volunteered to serve on the committee. Mr. McFadden asked them to stay after the meeting to start the discussion.

IV. Guest Speakers

A. Celebration of Black History Month—Ray Plaza, Director of Diversity Issues in the Office of Multicultural Affairs, said his role during Black History Month is to plan the university MLK Celebration. Kristen Swanson, Assistant Director of Multicultural Programs and Services, said she chairs the five heritage month committees that are recognized across campus. Black History Month is the third of the heritage months that are recognized. She coordinates the committees and sends out calls for proposals to student organizations, university departments, and some community agencies for events they would like to include on the heritage month calendars. This year there are 45 events on the calendar for Black History Month. She distributed copies of the calendar to the commission. Mr. Plaza opened the floor for questions. He said the planning process starts early and they welcome any ideas for next year. They had low turnout for several recent events and they need ideas for getting the word out so the turnout will be greater in the future. It was suggested they check with student organizations about events that might be planned during the heritage months to make sure events aren't being scheduled for the same night. Another possibility is to work collaboratively with the student organizations so their events will fit into the heritage month theme. They were encouraged to plan events that will appeal to a more diverse audience, while still serving as an educational event for those in attendance. Several on the commission felt there were too many events to choose from during Black History Month, and if the numbers of events were reduced the participation might increase. They were asked to add the commission members to the MPS listserv so they would receive e-mails about their events. Mr. McFadden thanked Mr. Plaza and Ms. Swanson for their presentation.

V. Old Business

A. BOC Constitutional Changes (2nd reading)—Ms. Lauren Davis, President of the Black Organizations Council, presented their constitutional changes for second reading. The BOC decided to update their constitution because it was outdated, unclear, and contained grammatical errors. She briefly outlined the changes that were made at the request of CSA at first reading on November 15, 2007, and responded to clarification questions. There was a motion to amend Article III--Officers, Section III to read: 1. One-half of the election results shall be based on the plurality of vote by the membership of organizations present at the General Body Meeting prior to April 14th. Each organization present shall have one vote. 2. One-half of the election results

shall be based on the plurality of vote of the current Executive Board. 3. In case of a tie the Advisor shall decide based on the credentials of the application and interview.” The motion was seconded and approved. There was a motion to approve the amendments to the BOC Constitution. The motion was seconded and approved.

VI. New Business

- A. **Resolution on Dismissal of Patient from Care (1st reading)**—Dr. Kanitta Charoensiri, Director of Schiffert Health Center (SHC), presented the resolution for first reading. The policy is already in place at the health center, but the resolution expands and clarifies the policy. Their accreditation agency requires them to update policies on a regular basis and this one had not been updated. They benchmarked with health centers at other universities and learned these universities had more detailed policies regarding dismissal of patients from care. Their newly worded policy is more in line with other universities. Dr. Charoensiri stressed that they don't wish to deny care and she isn't aware of such a situation occurring in the past. However, in the event there is a situation that calls for dismissal from care, they want to make sure there are clearly stated guidelines in place. She gave some examples that would warrant dismissal: illegal use of a prescription pad; theft of prescription drugs; obtaining prescriptions and selling them illegally; misrepresentation of information; violent or aggressive behavior to health center staff, other patients, or visitors. The action portion states that employees who recognize situations that may warrant dismissal from care should refer the problem to the Director of SHC verbally, followed by a written statement and copies of any pertinent correspondence, medical records, appointment records, etc. This section also explains how the student will be informed of the action and their options, such as how to find an alternative healthcare provider. Dr. Rick Ferraro indicated they plan to edit this section to make the process more clear. The appeals section shows that the student may appeal the decision in writing and direct it to the Assistant Vice President for Student Affairs.

The floor was opened for a question and answer period. They were asked if a student is dismissed from care, would they be exempt from the health fee in the future. They were unsure if this would be the case, but did stress that the dismissal may only be temporary, in which case the student would be allowed to return for health care at SHC. It was suggested they add wording to clarify the health fee issue. It was also suggested they add wording to show that rude or disruptive behavior has been a persistent problem in order to warrant dismissal. Under the section pertaining to the patient being allowed adequate time to find alternative health care, there was a question about whether someone would help them find that alternative care. They will add wording to show that every effort will be made to assist the patient in finding an alternative healthcare provider. They were also asked to clarify that the repeated failure to keep appointments is for extreme cases. They will add wording to show this.

Mr. McFadden thanked Dr. Charoensiri for the presentation and indicated second reading will take place at the February 21 meeting.

- B. Graduate-Undergraduate Mentoring Program**—Mr. Kevin Finelli, a third year student in Math and Physics, said he has been interested in graduate school since he arrived here as a freshman, but found that he and many other undergraduates don't understand the graduate process. Through the Pamplin Scholars Program, he has begun plans for a graduate-undergraduate mentoring program. Some issues they would like to address are how to successfully apply to graduate school, how to choose the right program, how to obtain funding, how to find a good graduate advisor, and how to develop plans for what to do after graduate school. The first step in developing the program would be establishing a base of graduate student mentors. The second step would be advertising the program to undergraduate students. The third step would be organizing the mentoring groups and deciding whether traditional one-on-one mentoring or small group mentoring would work best. He feels it would be beneficial to also involve faculty in these mentoring relationships. Mr. Finelli then discussed why he felt there is a need for this program on campus. In talking with other undergraduates he learned that many aren't aware of the available resources for learning about graduate school. He feels it would be helpful to have a unified program in place that would help students learn about the resources available in various departments. He also feels it is a priority to reach students who might not otherwise consider graduate school. A program such as this could create a stronger generation of graduate students from Virginia Tech. He discussed the approaches used by other schools, including on-line mentoring programs that match undergraduates with undergraduates based on criteria they enter into the program, such as the discipline they are interested in, their cultural backgrounds, or their gender. Other schools target low income students to help them prepare for Graduate School. Mr. Finelli opened the floor for questions. He was encouraged to gather information about similar programs that are already in place on campus so the groups can collaborate. Commission members felt the program would be beneficial to graduate students as well and they should be heavily recruited to participate in the program. A training program for the graduate student mentors was suggested. It was also suggested that graduate students earn one credit for serving as a mentor, as an incentive for their participation. Mr. McFadden thanked Mr. Finelli for presenting his ideas to the commission.
- C. Student Legal Services 2008-09 Budget Proposal (1st reading)**—Nicki Cantrell, Director of Student Activities and Chair of the Student Legal Services Board, presented the Student Legal Services 2008-2009 Budget Proposal for first reading. Last year there was concern about the future funding of Student Legal Services (SLS). In previous years, SLS requested funds from the Student Budget Board (SBB). This became a problem because approximately 75 percent of the SGA budget request was devoted to Student Legal Services. As a result, SGA's other programs were not receiving sufficient funds from the Student Budget Board. In addition, the SBB was not able to reduce the budget for Student Legal Services because it employs an independent contractor who provides a vital service to the students. Due to those two concerns the Student Legal Services Board

conducted research of the student body to determine the value of this program to the students. The overwhelming response was that the program is an important service for the students. The SLS Board proposed to CSA last year that funding for SLS would come off the top of the Student Activity Fee allocation for student organizations. This would provide stability to SLS and would not affect any organizations' ability to be funded. The funding change was approved by CSA. The only change in the budget for 2008-2009 is a proposed pay increase of 3.5% for the attorney since he has not received an increase for two years. There were no questions and Mr. McFadden announced that second reading will take place on February 21.

VII. Open Forum

Mr. McFadden asked the current student representatives to the Board of Visitors to make their announcements. Mr. Brennan Shepard, Graduate Representative, announced that applications are being accepted for next year's graduate and undergraduate representatives. The application deadline is 5:00 p.m. on February 15. Applications will be reviewed and the top six candidates for each position will be interviewed. The pool will be narrowed to three candidates for each position, who will interview with the Board of Visitors at the March 31 meeting. Applications and eligibility requirements are available on the Division of Student Affairs website: www.dsa.vt.edu. Mr. Ryan Smith, Undergraduate Representative, encouraged students to apply for these positions because the applicant pool has been low the last few years. He pointed out that the nominating committee for the undergraduate position is made up entirely of undergraduate members of CSA and he hopes that all undergraduates from the commission will participate this year. Anyone who is interested in serving on the nominating committee should contact him. Dr. Hikes added that both positions are very important to the university. At each Board of Visitors meeting, the two student representatives make constituency reports on behalf of their constituency groups and the entire student body. They are very influential positions with high visibility. Members of the Board look to them for advice and recommendations. The Board has been disappointed in the past that the number of applicants was rather low. She encouraged the students and members of their organizations to apply for these positions.

VIII. Announcements

Ms. Monica Hunter distributed an information piece--a comparison of categories from the Student Budget Board and the Registered Student Organization Budget Board, listing what the groups requested from last year through this year.

Mr. Marshaun Glover announced that the Black Graduate Student Organization would be hosting the Ebony Affair on February 22, 7:00-11:00 p.m., at the Holiday Inn.

Ms. Jessica Brunson announced that National Panhellenic Council is accepting applications for four \$500 scholarships. Applications will be accepted from February 11-27. Undergraduates who are interested may contact Ms. Brunson at

NPHC-VT@vt.edu. The scholarships will be presented at the Overton Stepshow on March 14 in Burruss Hall.

Mr. Adeel Khan announced that a fundraiser will be held for the students of Union University in Jackson, Tennessee, who lost nearly everything in their dorm rooms after a tornado struck their campus on February 5. More information about their needs will be available later and a banner about the fundraiser will be placed in the lobby of Squires.

IX. Adjournment

The meeting adjourned at 5:15 p.m.

Respectfully submitted,

Donna Sanzenbach
Recording Secretary

Commission on Student Affairs

February 21, 2008

3:30-5:30 p.m.

Brush Mountain A & B
Squires Student Center

Minutes

Present: Heath Carter, Virgilio Centeno, Matt O'Leary for Michael Dunleavy, Rick Ferraro, Tim Filbert, Monika Gibson, Zebib Bahta for Ryan Gleeson, Kate Petti for Brian Golden, Zenobia Hikes, Frances Keene, Adeel Khan, Maureen Lawrence, Joseph McFadden, Stephen Rong, Brennan Shepard, Guy Sims, Ed Spencer, Toni Stroter

Absent: Sofiat Abdulrazaaq, Bill Brubaker, Jessica Brunson, Ron Daniel, Portia Galloway, Ryan Heider, Monica Hunter, John Kane, Meredyth Kenney, Gary Kinder, Julie Latterell, Tanya LeRoith, Cristina Lugo, Margaret McQuain, Ingrid Ngai, Amanda Olejarski, Angie Puryear, Karen Eley Sanders, Robert Sebek, Ryan Smith, Lynsey Stuart, John Gray Williams

Guests: Nicki Cantrell, Anna Williams

I. Call to Order

Mr. Joe McFadden, Chair, called the meeting to order at 3:40 p.m.

II. Adoption of Agenda

There was a motion to adopt the agenda as written. The motion was seconded and approved.

III. Chair Report

A. No report.

IV. Committee Reports

A. Update from Fee Committee – Brennan Shepard has researched the Budget Tuition Plan and pointed out that if graduate students were using the Budget Tuition Plan to pay for fees only, then it would not be in the graduate student's best interest to use the plan since the \$45 application fee ends up being a higher charge than the interest charged if using a credit card. Alternatives to the \$45 fee are being considered. Rising fees and how to help graduate students overcome financial obstacles are issues also being discussed.

V. Old Business

A. Resolution on Dismissal of Patient from Care (2nd reading)

Dr. Rick Ferraro presented the resolution for second reading, but it was subsequently tabled because the revised resolution did not address the issue of whether a student dismissed from care would still be charged the health care fee. Dr. Ferraro indicated they will look into this issue further and make any necessary changes to the resolution. Second reading will take place at the March 13 meeting.

B. Student Legal Services 2008-09 Budget Proposal (2nd reading)

Nicki Cantrell, Director of Student Activities and Chair of the Student Legal Service Board, presented the resolution for second reading. There were no changes to the resolution and a motion was made to approve the SLS 2008-09 Budget. The motion was seconded and approved.

VI. New Business

A. Resolutions for Changes to University Policies for Student Life – Anna Williams, Assistant Director of Judicial Affairs, presented two resolutions for first reading.

1. Weapons Policy for University Policies for Student Life

In Section II. Student Code of Conduct – Weapons, a minor typo on page one was pointed out. Second reading will take place at the March 13 meeting.

2. Interim Suspension Policy

No changes were suggested. Second reading will take place at the March 13 meeting.

VII. Open Forum

It was announced that six graduate and thirteen undergraduate applications were submitted for the positions of student representatives to the Board of Visitors. The top six candidates for each position will be interviewed by a nominating/selection committee and three finalists will be chosen for each position. The three graduate finalists have been chosen and the undergraduate process will be completed by March 13. The Board of Visitors will interview the finalists at their March 31 meeting.

VIII. Announcements

Winterfest will be held on Saturday, February 23, in the Squires Student Center

from 12:00 noon to 5:00 p.m. There will be two free showings of Enchanted (1pm and 4pm) in the Commonwealth Ballroom. Many other free events and fun things to do!

A special speaker event, "PostSecret with Frank Warren" will be held Wednesday, February 27th from 7:30 p.m. until 9:30 p.m. in the Commonwealth Ballroom.

Distant Echoes: Black Farmers in America Gallery will be on display in the Perspective Gallery through Sunday, February 24th. Hours are Saturday from 10:00 a.m. – 9:00 p.m. and Sunday from 12:00 p.m. – 9:00 p.m. Admission is free to all.

Destination: Spring Break! is a special event that will be held on Tuesday, February 26th from 5:00 p.m. - 7:00 p.m. in the Commonwealth Ballroom. This event will address topics to help students prepare for a safe and fun spring break. Admission is to free to all.

The Cutchins Distinguished Lecture to be held on Thursday, March 13th in the Burruss Auditorium will feature Bob Schieffer, CBS Washington Chief Correspondent and host of "Face the Nation" as guest speaker. His topic will be "Washington and the World." The lecture time is from 7:30 p.m. – 9:00 p.m. Admission is free to all.

Hokies United will be collecting items for care packages to NIU (Hokie for Huskies) from Wednesday, February 20th through Friday, February 22nd. A list of items to donate can be found on the Hokies United website. Please bring donations to Squires Student Center, room 314 from 10:00a.m. – 5:00 p.m. All donations are greatly appreciated!

IX. Adjournment

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

Respectfully submitted,

Jamie Beaulieu
Recording Secretary

Commission on Student Affairs

March 13, 2008

3:30-5:30 p.m.

Brush Mountain A & B
Squires Student Center

Minutes

Present: Phillip Fenstermacher for Bill Brubaker, Jessica Brunson, Virgilio Centeno, Rick Ferraro, Clint Griffon for Portia Galloway, Monika Gibson, Monica Hunter, Anna Williams for Frances Keene, Gary Kinder, Maureen Lawrence, Joseph McFadden, Margaret McQuain, Ingrid Ngai, Angie Puryear, Karen Eley Sanders, Guy Sims, Ed Spencer, Lynsey Stuart, Danielle Espino

Absent: Sofiat Abdulrazaaq, Heath Carter, Ron Daniel, Michael Dunleavy, Tim Filbert, Ryan Gleason, Brian Golden, Ryan Heider, Zenobia Hikes, John Kane, Meredyth Kenney, Adeel Khan, Julie Latterell, Tanya LeRoith, Cristina Lugo, Amanda Olejarski, Stephen Rong, Robert Sebek, Brennan Shepard, Ryan Smith, Toni Stroter, John Gray Williams

I. Call to Order

Mr. Joe McFadden, Chair, called the meeting to order at 3:35 p.m.

II. Adoption of Agenda

There was a motion to adopt the agenda as written. The motion was seconded and approved.

III. Chair Report

No Report

IV. Old Business

A. Resolution on Dismissal of Patient from Care (2nd reading) – Dr. Rick Ferraro presented the resolution for second reading. When discussed at the February 21 meeting there was an issue regarding section 4.12.5, “Fee Payment Implications.” Upon further discussion and consideration, the wording was changed to indicate that a student dismissed from care at the health center but who is eligible to use the counseling center will continue to be billed the Student Health Fee. If a student is dismissed from care at both the health and counseling centers, the student will be charged only for the semester in which the dismissal took place, but not for future semesters in which they are ineligible for service on campus. A motion was made to

approve the resolution as amended. The motion was seconded and approved.

- B. Resolutions for Changes to University Policies for Student Life (2nd reading)** – Anna Williams presented the two UPSL resolutions for second reading.

Weapons Policy for University Policies for Student Life

In Section II, Student Code of Conduct – Weapons, a typo in a sentence on the first page needed to be corrected and as of this meeting has been corrected. There was a motion to adopt the policy as written. The motion was seconded and approved.

Interim Suspension Policy

No discussion. A motion was made to adopt the policy as written. The motion was seconded and approved.

V. New Business

- A. GSA Constitutional Changes (1st reading)** – Joe McFadden

Joe McFadden presented the changes to the GSA Constitution for first reading and outlined the changes. Under Article III – Membership, a statement was added saying that membership was free of cost. A question was raised as to how our satellite campuses would raise funds if membership was free. Mr. McFadden stated that the GSA in Blacksburg would support them financially and in addition, they could charge entry fees to their events or seek donations. Under Article IV, section I – Executive Board, the meeting occurrences were changed to say that the EB will meet twice monthly as the EB and once a semester with the Cabinet. Also, added to the term of office duration for all EB members was that membership initiates the first day of the month of June. The frequency of cabinet meetings under section II – Cabinet, was changed to at least once a semester. To avoid overlap of similar programs, it was added to Grad & Prof. School Day under Article V, section I, that the event should be coordinated with other Virginia colleges and universities. In section II, Graduate and Professional School Day Chair – it was added that the responsibilities of the GPSD Chair would also include the overseeing of the planning and execution of the Grad Prof. School Day. The Budget Board and GSA Budget Board Chair were completely removed from Article VI, section I, – Committees and Commissions, and replaced with the Events Committee and Karen DePauw Graduate Fund Annual Review Committee. Listed under section III, the Editor of the APEX was renamed the GSA Historian with the same position responsibilities description. Plus, GSA Webmaster was added to that section. In Article VII – Elections and Appointments in GSA, the positions of Executive Assistant, section 8 and Office Manager, section 9 were removed and their descriptions/responsibilities were combined into one and renamed GSA Executive Assistant which is listed under Article VI, section II. Second reading will take place at the March 27 meeting.

VI. Open Forum

An article in the *Roanoke Times* was brought to the attention of the commission by Margaret McQuain. The article addresses concerns from faculty that undergraduate students are being ignored due to the university's focus on research. Joe McFadden was asked to discuss this with the GSA and report any feedback. The article is located at the following link:

<http://www.roanoke.com/news/nrv/wb/154382>

VII. Announcements

Homecoming Court information sessions about the application process will be held on Monday, March 17 – Thursday, March 20 at 8:00 p.m. Further information and locations for the meetings is available at the following website:

<http://www.vthomecoming.org.vt.edu/attachments/Homecomingcourtflyer.pdf>.

At the last Hokie Camp meeting it was suggested that faculty/staff speak with students about the need for counselors at Hokie Camp. Camp counselor applications will be available by next week. These are not paid positions, but are a great leadership opportunity. Rick Sparks is heading up this event.

Phil Vassar tickets are on sale; the concert is March 31 at 7:00 p.m. in Burruss Auditorium.

On March 14 at the Overton Stepshow in Burruss Hall, The National Pan-Hellenic Council will be presenting four \$500 scholarships that were awarded to undergraduate students based on applications received from them in February.

Graduate Education Week is March 24-28 and the Graduate Research Symposium will be held on March 26 from 10:00 a.m. to 4:00 p.m. in GLC Multipurpose Room.

The Undergraduate Research and Prospective Graduate Student Conference is being held on April 1 from 9:00 a.m. to 3:00 p.m. in Squires with 130 undergraduate students scheduled to give presentations.

VIII. Adjournment

There being no further business, the meeting adjourned at 4:04 p.m.

Respectfully submitted,

Jamie Beaulieu
Recording Secretary

Commission on Student Affairs
March 27, 2008
3:30-5:30 p.m.
Brush Mountain A
Squires Student Center

Minutes

- Present:** Jessica Brunson, Heath Carter, Virgilio Centeno, Matt O’Leary on behalf of Michael Dunleavy, Rick Ferraro, Phil Fenstermacher, Tim Filbert, Thomas Hogdahl on behalf of Ryan Gleeson, Zenobia Hikes, Monica Hunter, Frances Keene, Adeel Khan, Maureen Lawrence, Joseph McFadden, Margaret McQuain, Ingrid Ngai, Richard Umemoto on behalf of Stephen Rong, Brennan Shepard, Guy Sims, Ryan Smith, Ed Spencer, Lynsey Stuart
- Absent:** Sofiat Abdulrazaaq, Ron Daniel, Portia Galloway, Monika Gibson, Brian Golden, Ryan Heider, John Kane, Meredyth Kenney, Gary Kinder, Julie Latterell, Tanya LeRoith, Cristina Lugo, Amanda Olejarski, Angie Puryear, Karen Eley Sanders, Robert Sebek, Toni Stroter, John Gray Williams
- Guests:** Danielle Espino, Student Activities/VTU; Arlane Gordon-Bray, Stephen Smith, Linsey Barker, GSA; James Freeman, GSA; Taylor Powell, Student Budget Board; Ashley Anderson, Student Budget Board; Stephanie Saunders, Steve Burrell, RSO Budget Board; Jenni Popp, RSO Budget Board

I. Call to Order

Mr. Joe McFadden, Chair, called the meeting to order at 3:34 p.m.

II. Adoption of Agenda

There was a motion to adopt the agenda as written. The motion was seconded and approved.

III. Committee Reports

A. Student Budget Board Annual Funding Presentation and Appointment of Appeals Committee

– Ms. Monica Hunter introduced students from the Student Budget Board. She then distributed copies of the Annual Funding documents for review. Total funds available and appropriated for this funding cycle were \$1,018,344.

Mr. Steve Burrell asked for five volunteers to serve on the SBB Appeals Committee. The chair must be a faculty or staff member. The board will only meet if an appeal is submitted. The student groups have fourteen days to appeal. Dr. Guy Sims volunteered to serve as chair. Ingrid Ngai, Brennan Shepard and Maureen Lawrence will serve as members and two more will be chosen at a later date.

B. Update from Fee Committee

– Brennan Shepard
Progress is being made in the discussions surrounding a \$45 fee that graduate students are required to pay. There is a possibility of avoiding that fee by using direct withdrawal from students’ paychecks if they are doing an assistantship. Since funding and other resources that this program will require need to be allocated, a specific start date has not been established.

IV. Old Business

- A. GSA Constitutional Changes (2nd reading)** – Joe McFadden submitted the GSA Constitutional changes for the 2nd reading. He made one clarification regarding those changes. A motion to approve the changes was made. The motion was seconded and approved.
- B. Introduction of Finalists for the Graduate and Undergraduate Representatives to the Board of Visitors** – Brennan Shepard introduced graduate candidates: Linsey Barker, James Freeman, and Lynsey Stuart. Ryan Smith introduced the undergraduate candidates: Arlane Gordon-Bray, Ingrid Ngai, and Stephen Smith. The candidates were given the opportunity to stand and tell the commission about themselves and their reasons for applying to the Board of Visitors.

V. Open Forum

VI. Announcements

The Ring Dance Banquet will be Friday, March 28th @ 7 p.m. and The Ring Dance will be Saturday, March 29th @ 8 p.m. Both events will be held in Squires Commonwealth Ballroom and Saturday.

The Homecoming Board is holding a Homecoming Theme Contest for this year's homecoming. Deadline for submissions is April 25th. Visit the website at <http://www.vthomecoming.org.vt.edu> . Prizes will be awarded.

A flyer was handed out from the Council of International Student Organizations regarding "Beyond Borders" the 49th International Week. The flyer listed events for dates starting Friday, April 4th through Sunday, April 13th. For more information, please email ciso@vt.edu or visit the website at www.ciso.org.vt.edu .

Applications will soon be available for the Summer Leadership Employment Program. One officer from each UCSO is eligible to participate in SLEP, which allows that officer to be paid for up to 20 hours per week to work for their organization over the summer. Participants are also involved in a leadership seminar where they have the opportunity to have discussions with university leadership, discuss common leadership issues, and other activities.

SGA Elections begin on April 2nd.

Cat on a Hot Tin Roof will be in Burruss Auditorium on April 2nd at 7:30 p.m. Admission is \$7 for VT and \$20 for general public.

VII. Adjournment

There being no further business, the meeting adjourned at 4:04 p.m.

Respectfully submitted,

Jamie Beaulieu
Recording Secretary