

MINUTES

Commission on Student Affairs

University Council, Virginia Tech

February 14, 2019

3:30 pm – 5:00 pm

Room 219, Squires Student Center

Present: John Livingston (presiding), Susan Anderson, Sebastian Andrade, Elysia Budu, Jes Davis, Sam Felber, Rebecca Forest, Tara Frank, Samantha Fried, Rachel Iwicki, Gregory Klatt, Billy Lin, Robin Lu, Saron Minasie, Sebastian Murillo, Jonathon Poff, Abdul-Rahman Sanuri, Veronica Scott, Collin Shelton, Angela Simmons, Lauren Surface, Colie Touzel,

Present via Zoom: Terri Pecora

Absent: Joe Clark, Caed Cunningham, Robert Etheridge, Marc Lewis, Patty Perillo, Keith Robus, Ruofan Shen, Lotus Wang

Guests: Gina Tamburro

CSA Chair John Livingston called the meeting to order at 3:30pm. Quorum was met.

1. Introductions – John Allen Livingston
 - a. Veronica announced she has gotten married and therefore has a new name.
 - b. CSA Membership Roster, Sign-In sheet, and Name Plate will all be updated prior to next meeting.
2. Approval of Agenda - John Allen Livingston
 - a. A motion was made and seconded to adopt the agenda. The motion carried.
3. Approval of 11/8/18, 1/31/19 Minutes – John Allen Livingston
 - a. Discussion was had regarding the minutes being in paragraph sentence form verses an outline format
 - b. A motion was made to vote on the preferred format of outline format and was seconded.
 - c. Motion carried.
4. University Council and Commission Updates
 - a. University Council - John Allen Livingston
 - i. Convened on Feb 4th
 - ii. CSA 2018-19A: Membership Resolution passed
 - iii. Roster on VT Governance website will be updated soon
 - b. Commission on Equal Opportunity and Diversity – Elysia Budu
 - i. Did not attend meeting, but will be at the rest of them
 - c. Academic Support Committee - John Allen Livingston
 - i. Commission on Undergraduate Studies and Policies presides over
 - ii. John reached out to CUSP Chair to have him connected with ASC Chair, but has not heard back
 - iii. John noted it is important to have student input on this committee, because it is determining the university calendars for the next five years,

recalling comments from previous meetings about making the calendar and academic relief more inclusive to other religions than Christianity.

- iv. Task Force for Academic Relief Policy is convening to review academic relief, please let Rachel Iwicki know if interested

5. Old Business

a. Zoom Integration – John Allen Livingston

- i. Up and running for the meeting today, although there is no projection
- ii. Will look into the possibility of using a webcam for future meetings
- iii. Will talk to Production Services to see if mics can be used for sound as Terri had a hard time hearing everyone clearly
- iv. Motion was made to table further discussion until technology set up and capability is confirmed and seconded.
- v. Once confirmed future discussion will be had regarding which attendees (in person/via zoom) will have the ability to officially vote
- vi. Motion carried.

6. New Business

a. Fundraising & Student Organizations – Gina Tamburro

- i. There is an ongoing conversation regarding student organizations and fundraising
- ii. Finance and Advancement are working together closely
Student Organizations are currently able to fundraise
- iii. VT Foundation is trying to make it easier for organizations to raise money
- iv. Most Registered Student Organizations (RSO's) do not have 5013C status and therefore cannot get the tax benefit
- v. Any student organization can work with the VT Foundation to collect money, however the cost for this service is currently 5% (which is down 2% from last year)
- vi. University Chartered Student Organizations (UCSO's) are required to have bank accounts housed within the institution
- vii. Money collected is deposited into the UCSO's generated account and is a tax write off for the individual giving the funds
- viii. RSO's are required to turn in an ACH form with their banking info
- ix. Susan Anderson described a situation where they received a deposit of \$190 but has no idea where it came from or who to thank. Who does she talk to and where does she go from here?
- x. John Livingston asked if someone from the Foundation could come and talk at future CSA meeting about 5% fee they collect
- xi. Orgs should be receiving an email about Giving Day - March 19 & 20. Training needs to be completed by next week in order for the organization to be listed on the website. Training can be completed at any time. Additional information can be found below:
- xii. Sign up to be added to the Giving Day master list!
 - 1. Giving Days are one-day fundraising events. Alumni, students, faculty, staff, families, and friends of Virginia Tech are welcome and encouraged to participate from noon on March 19 - March 20. The goal is to engage our community to advance the mission of the university while raising critical funding to ensure we continue to build upon our foundations to provide big opportunities for our

students. If you want your student organization to be eligible to receive donations this Giving Day please complete the online VT Foundation Fundraising Training by Tuesday, February 19th. Your name MUST be included on the master list to receive donations on Giving Day. The training will take no longer than 15 minutes. For questions please contact Brittany Sain, from Annual Giving at Britts10@vt.edu. The link to the training: <https://vt.instructure.com/courses/80557>

- b. Vice Chair position interest – John Allen Livingston
 - i. John asks the committee if anyone is interested in being the CSA Vice Chair
 - ii. Motion is made to nominate Collin Shelton
 - iii. The motion was seconded and the motion carried.
7. Announcements & Updates
 - a. Student Affairs – Dr. Simmons
 - i. Reminder Advance Reservations ends Friday, February 15th @ 5pm for major venues
 - ii. Something fun to do where you can win stuff is Breakzone Stock Your Room Bingo on Tuesday, February 19th from 6 to 8pm. Breakzone is located on the first floor of Squires Student Center.
 - iii. New Student and Family Programs are currently accepting applications for Welcome Week Leaders to welcome new Hokies and assist in their transition to Virginia Tech during Welcome Week. 200 new leaders are needed before classes start and a couple of weeks after the semester begins. Applications are due on GobblerConnect by February 22nd at 11:45pm. Interest sessions can be found on Gobblerconnect as well. Applicants must attend an interest session to complete their application. Email orientation@vt.edu with any questions.
 - b. Student Government Association – Sam Felber
 - i. No updates to report
 - c. Graduate Student Assembly - Sam Fried
 - i. Delegate from the history department came forward with a resolution that was brilliantly written with an interesting precedence to invest 10% of current holdings however they had to vote no.
 - d. Board of Visitors Representatives – Rachel Iwicki
 - i. BOV Undergrad and BOV Grad nominations end tomorrow at midnight
 - e. Other, etc. – CSA Representatives
 - i. John Livingston announced if you are a University Chartered Student Organization (UCSO) updating your constitution – then please send email to him so this can be included on future agendas.
8. Adjournment – John Allen Livingston
 - a. There being no further business, a motion was made to adjourn the meeting at 4:15pm