

# MINUTES

## COMMISSION ON UNDERGRADUATE STUDENT AFFAIRS

January 19, 2023 @ 3:30 PM

CID, Multipurpose Library (Room 104)

**Present:** Seungchan Jeong (presiding), Ally Jett, Avery Lee, Christian Ramos (for Alejandra Jimenez), Crasha Townsend, Daniel Pena-Salazar, Emaan Rahman, James Bridgeforth (for Frances Keene), Jennifer Pike, Kat Nelson (for James Bridgeforth), Katie Minutillo, Kiera Schneiderman, Kim O'Rourke, Kimberly Smith, Lauren Surface, Monica Nguyen, Shahed Sanuri, Shirin Mohammadian, Susanna Rinehart, Tamara Cherry-Clarke, Terri Pecora

**Absent:** Anahi Sanchez-Moya, Jalen Neal, Nick Whitesell

**Absent with Notice:** Ben Beiter

**Guests:** April Myers, Sam Yuzbashev, Scott Nachlis

Seungchan Jeong called the meeting to order at 3:32pm. A quorum was present.

### 1) Attendance

### 2) Adoption of Agenda

- A motion was made and seconded to adopt the agenda. The motion carried.

### 3) Team Builder

### 4) Announcement of Approval and Posting of Minutes

- Minutes from November 10, 2022 and December 1, 2022 have been voted on electronically and posted on the University web.

### 5) Unfinished Business

- a. Kiera Schneiderman shared an update regarding the Jewish Union Constitution following its first reading during the last CUSA meeting. See attached.
  - The constitution has not changed since the meeting in December. There was not enough time for the JSU board to meet between this meeting and the last CUSA meeting, so no changes were made. Kiera also noted that most of the significant changes that were proposed were made before the first reading and that many of the changes suggested during December's meeting seemed small enough to not have to make.
  - A motion was made and seconded to approve the Jewish Union Constitution. 19 voted in favor, zero voted in opposition, and zero abstained. The motion carried.
- b. Seungchan Jeong and Christian Ramos shared an update regarding the Latino Association of Student Organizations Constitution following its first reading during the last CUSA meeting.
  - Seungchan Jeong shared that there was too little time between this meeting and the first reading of this constitution at the December CUSA meeting for LASO to properly discuss and decide whether they would like to change their name to the "Latinx Association of Student Organizations." Additionally, Christian Ramos, representing LASO, shared that they would like to

have a copy of the changes proposed during the first meeting to have on hand while continuing to revise their Constitution.

- Thus, a motion was made and seconded to defer the approval of the Latino Association of Student Organizations Constitution. 17 voted in favor, zero voted in opposition, and one abstained. The motion carried.

## 6) New Business

- a. Sam Yuzbashev and Scott Nachlis helped share more information and context concerning the Student Allocation Policy Review Subcommittee. See attached.
  - The document that was sent out prior to the meeting is a bit outdated. For example, there are still discussions being held about the makeup of the subcommittee's voting members. CUSA is being updated on the continuation of these deliberations so that the commission may be aware of its progress and how there will eventually be subcommittee spots that will need to be filled.
  - With lingering confusion about the exact details of the commission, a discussion was held that walked through how this new subcommittee is to fit into the university's existing student organization funding structure. In summary:
    - The USS Appropriations Committee manages the allocation of funds to Registered Student Organizations (RSOs) and University Student Life Programs (USLPs) that have a majority membership of undergraduate students. Policy changes for the USS Appropriations Committee go through the Undergraduate Student Senate.
    - The Graduate Student Budget Board (GSBB) manages the allocation of funds to RSOs with a majority membership of graduate and professional students. Policy changes for GSBB go through the Graduate and Professional Student Senate.
    - Both groups, through the Student Activity Fee Allocation Board (SAFAB), help to manage the allocation of funds to University Chartered Student Organizations (UCSOs) and the policy changes concerning these matters. The Student Allocation Policy Review Subcommittee will act as a joint committee between CUSA and CGPSA to help approve and give oversight to the UCSO policy changes that are going to SAFAB.
- b. Seungchan Jeong shared the 2022-2023 CUSA Work Plan. See attached.
  - If any members have concerns or changes they would like to be made to the work plan, they are encouraged to reach out to Seungchan.

## 7) CUSA Announcements

- a. A reminder was made to review the CUSA Work Plan for 2022-2023 and Roberts Rules. These documents can be found on the CUSA SharePoint site:  
<https://virginiatech.sharepoint.com/sites/UniversityGovernance/CUSA>.
- b. Seungchan Jeong encouraged all members to verify that their membership information is listed correctly on the official governance roster if they had not yet to ensure accurate reporting. If there are any problems, email Seungchan and April Myers. The roster can be accessed here:  
<https://virginiatech.sharepoint.com/sites/UniversityGovernance/CUSA/Lists/Roster/AllItems.aspx>
- c. The Muslim Student Union had its executive elections this past December, so CUSA is happy to welcome our new MSU representative, Emaan Rahman.
- d. College Undergraduate Student Senator Katie Minutillo was unfortunately unable to attend CUSA meetings last semester due to a time conflict, so CUSA is happy to welcome Katie back for this semester.

- e. An email will be sent out to everyone to address the issue of consistently running out of time. It will create a space for discussion of possible solutions (cutting down on the number of agenda items, holding more frequent meetings, etc.).

#### **8) University Council and Commission Updates**

- a. Seungchan Jeong stated the approved University Council minutes from the December 5 meeting have been voted on and uploaded to the Governance website: <https://governance.vt.edu/BodyDetails/UC>
- b. An email will be sent out with details about the timelines for getting commission resolutions through governance.

#### **9) USS VP for Finance**

- a. Sam Yuzbashev presented an Appropriations Committee update. See attached.

#### **10) Adjournment**

- There being no further business, a motion was made to adjourn the meeting at 5:00pm.

**\*\*Next Meeting: Thursday, February 16, 2023 @ 3:30 to 5:00pm\*\***

CONSTITUTION  
JEWISH STUDENT UNION  
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY



**Preamble**

In order to make a more consistent and unified voice for Jewish students of Virginia Tech, in addition to providing resources and aid to the various constituent organizations that comprise the Jewish Student Union for both advocacy and programming, we, the members of the Jewish Student Union, do hereby adopt and establish this constitution as the guiding instrument of our organization.

**Article I — Statement of Nomenclature**

The name of this organization shall be the Jewish Student Union of Virginia Tech, hereafter referred to as JSU.

**Article II — Statement of Purpose**

JSU shall be charged with:

- Supporting RSOs within its membership
- Coordinating external programming
- Educating the Virginia Tech community on Judaism and combating antisemitism
- Advocating on behalf of all Jewish students to the university
- Hosting the Aliyah Jewish Achievement Ceremony for graduating students
- Fostering cooperation between the Jewish RSOs
- Educating Jewish students about university government and happenings

**Article III — Definition of Membership**

**Section I**

Membership shall be free from discrimination on the basis of sex, race, religion, gender identity, ethnicity, disability, national origin, sexual orientation, and political affiliation.

## **Section II**

Membership shall be extended to all full-time or part-time Jewish undergraduate and graduate students as well as Jewish faculty and staff of Virginia Tech who are in good standing with the university.

## **Section III**

A Jewish Student Organization is defined as any RSO that espouses Jewish values within their mission statement or their actions. These organizations are automatically member organizations within the JSU.

## **Section IV**

Each member organization will elect, appoint, or otherwise delegate an officer to represent their respective organization at all JSU meetings. The JSU representative will be able to vote on issues pertaining to JSU business as long as the organization is in good standing with the university. If under the circumstances a representative cannot attend a meeting, and a replacement cannot be found, voting on university issues can still take place, so long as  $\frac{2}{3}$  of the General Body membership is present.

# **Article IV — Officers and Elections**

## **Section I**

### **Clause I**

The Executive Board is comprised of and defined as the following offices:

- President
- Vice President
- Treasurer

The Executive Board in addition to the Reps shall be collectively known as the Executive Officers.

### **Clause II**

Each Constituent Organization shall select one representative, hereafter collectively referred to as the Reps. A Rep's term lasts from April to April, and must be selected by an organization for the next academic year each April. Should a Rep step down or otherwise be removed from their office, the Constituent Organization they previously represented shall have their vote denied without appointing another JSU Rep.

### **Clause III**

The President may not be the president of a constituent organization.

#### **Clause IV**

The President cannot simultaneously be a Rep.

#### **Clause V**

Any other member of a constituent organization may run for or be considered for any position on the Executive Board, so long as Clauses II, III, and IV are followed.

### **Section II**

Voting membership shall be composed of the Reps, the Vice President, and the Treasurer. The President shall only have a vote in the event of a tie amongst the voting members.

### **Section III**

Should an individual hold both the role of Rep and either Vice President or Treasurer, in votes that require both positions, they may only be allowed to vote on behalf of their Constituent Organization as its Rep. The vote for the Executive Board office they also hold is null and void.

### **Section IV**

The Executive Board may form ad-hoc committees when deemed necessary.

### **Section V**

#### **Clause I**

Any student of Virginia Tech may pursue an Executive Board position, so long as that individual meets the following qualifications:

- Have an established affiliation with at least one or more member organizations
- Maintain a 2.5 GPA minimum
- Receive at least a 2.5 GPA in the semester before elections
- Complete a simple application prior to the date of the election to verify the above information

#### **Clause II**

Applications for candidacy for the coming term must be submitted by the end of March, with elections for the coming term being held at the second meeting in April.

### **Clause III**

The Vice President and Treasurer are elected via a ballot of the general membership of JSU. Should there be a tie between candidates, the current Executive Officers then cast their votes. If a tie occurs yet again, the current President can then cast their vote, forbidding abstention.

### **Clause IV**

The President of JSU may only be elected by the Reps. After all new Reps have been appointed from their respective Constituent Organization, each is to submit one candidate they feel would be best suited for President. Should a newly selected Rep be named as a candidate, should they pursue the position, they must then drop all JSU positions including Rep, and any Executive Board office held. Upon submission, each named candidate is to submit a brief application for why they would be the best fit for office. The Reps are then to have an election for the Executive Office of the President of JSU post-consideration of those applications.

### **Section VI**

Should an Executive Board position be vacant, the Reps must fulfill the roles of Vice President and Treasurer in the order of voluntary nomination, then forced nomination going down the alphabetized list of Constituent Organizations, as defined in the Bylaws Article III Section I.

### **Section VII**

An officer can remain in the same position for only two consecutive terms. An officer's term is defined as April until April, with any start after April counting as the whole first term as well.

### **Section VIII**

If an Executive Board vacancy occurs at some point throughout the semester, the voting membership may then appoint an individual to fulfill that role in meetings, effective until the next elective cycle.

## **Article V — Meetings**

### **Section I**

The date, time, and place of regular meetings shall be decided and announced at the beginning of each semester, with exact timing being communicated to all member organizations.

## **Section II**

The Executive Board shall meet at least four (4) times per semester. A special meeting may be called as necessary by the President after consultation with the rest of the Executive Board.

## **Section III**

Executive Officer meeting attendance is mandatory by all Executive Officers. Should a Rep be unable to attend a meeting, they must notify the Executive Board in advance, as well as send another representative of their organization in their stead. Should an Executive Board member be unable to attend, they must notify the current acting President of their absence; if the acting President is absent, the meeting must be postponed.

## **Section IV**

If any Executive Officer fails to attend  $\frac{3}{4}$  of the meetings, then the voting rights of that position shall be removed, until the next term. If the Executive Board believes it appropriate, the person may be impeached from office, in accordance with Bylaws, Article II.

## **Section V**

General Body meetings shall be made open to the public.

## **Section VI**

### **Clause I**

Any member of the JSU General Body may make recommendations for an amendment to this Constitution at any time. The recommendation must be presented along with a formalized note as to why the amendment is needed. Amendments may only be passed with a  $\frac{2}{3}$  majority vote of the JSU Executive Officers.

### **Clause II**

Any amendment proposed must adhere to all University Policies and Procedures.

## **The Bylaws of the Jewish Student Union**

## **Article I Defined Powers of the Executive Officers**

### **Section I The President**

The powers and duties of the President of JSU shall be:

- To preside at JSU executive and general body meetings



- To hold parliamentary authority over JSU
- To uphold the JSU Constitution and Bylaws
- To meet with representatives of RSOs as described
- To delegate appropriate authority and responsibilities to members
- To raise issues that concern the constituents of JSU
- To serve as a student model and voice for the Jewish community
- To serve or designate someone as the JSU representative at all University-related functions
- To ensure that all officers are performing their duties effectively
- To update the advisor on the progress of the organization
- To swear in all newly elected officers
- To oversee all Executive Board and general body meetings
- To attend or designate someone to represent JSU in the Commission on Student Affairs
- To attend or designate Undergraduate Student Senate meetings and act as the JSU representative to the USS
- To assist and direct officers in their duties, planning cultural events, and organizing fundraisers
- To execute the operations of JSU
- To manage projects and make sure deadlines are being achieved with the expectations outlined by voting members as a whole
- To continue past successful events and alter them if necessary
- To come up with new events that will meet the mission of JSU
- To administer events pertaining to the community
- To foster growth, learning, and shared experiences among Jewish students

## **Section II Vice President**

The powers and duties of the Vice President of JSU shall be:

- To act in all capacities in place of the President, when the position is vacant
- To act as recorder at meetings
- To keep records of the minutes of each Executive Board and General Body meeting
- To inform members of upcoming meetings as well as canceled and emergency meetings
- To maintain the JSU listserv
- To create plans and long-term goals for JSU with the President
- To maintain the GobblerConnect page
- To maintain a calendar of all Jewish events
- To make posts for social media
- To market events for JSU
- To market larger events for Jewish RSOs
- To recruit for JSU membership
- To inform members of announcements concerning JSU events as well as non-JSU events deemed relevant
- To take attendance at each JSU Executive Board meeting
- To lead the efforts on behalf of JSU on all day-to-day planning for JSU-sponsored events
- To seek out other organizations that could be potential sponsors when applicable

### **Section III Treasurer**

The powers and duties of the Treasurer of JSU shall be:

- To fill all responsibilities associated with the Appropriations Commission of USS
- To head the planning of the JSU budget
- To keep up-to-date financial records for JSU
- To collect and disperse all money on behalf of JSU with the direction of the Executive Officers
- To keep accurate financial records of the organization and pay all bills in a timely manner

### **Section IV Rep**

The powers and duties of the Reps shall be:

- To represent their respective Constituent Organization's interests at all JSU meetings
- To bring concerns or issues pertaining to their organization to JSU meetings
- To attend all meetings
- To serve as a voting member for their organization at general body meetings
- To meet once a month with the President

### **Section V Faculty Advisor**

The powers and duties of the Faculty Advisor shall be:

- To serve as an advisor and resource individual in the implementation of actions of this organization
- To be a member of the Virginia Tech Administrative staff
- To have final say with consultation of board members in financial and programmatic issues

### **Section VI**

Each office shall also be obligated to take on other duties unwritten within these bylaws, but which may come into existence at a certain time. The person in office shall also assist any other person in office when it is needed.

### **Section VII**

Each office shall uphold the JSU Constitution.

### **Section VIII**

The incumbent officer shall train the newly elected officer for the next term.

## **Section IX**

All changes to the Bylaws need to be proposed by an Executive Officer and approved by a  $\frac{2}{3}$  vote by the Executive Officers.

## **Article II Impeachment**

### **Section I**

Any person in office may be removed for a failure to fulfill all duties and responsibilities outlined in the Constitution and bylaws.

### **Section II**

Allegations that a person in office is not fulfilling the duties of that office may be brought up at any time during a meeting. If enough evidence exists to support said allegations, then and only then may a motion be made for an impeachment hearing. Only when the motion is seconded may impeachment hearings be conducted.  $\frac{2}{3}$  of the Executive Officers must be present.

### **Section III**

The person in question shall be given the opportunity to resign from the office. If they decline, then impeachment hearings shall proceed as scheduled.

### **Section IV**

The impeachment hearings shall be conducted in the following manner:

- The voting members of JSU and the JSU advisor must be present in order for impeachment hearings to proceed
- The person in question shall be given an opportunity to present their case and are therefore subject to questions asked by members
- Voting shall take place by secret ballot only. The person in question shall be given the right to vote. A  $\frac{2}{3}$  majority vote is needed in order to remove the person from office.
- Quorum for impeachment hearing is  $\frac{2}{3}$  of the Reps

## **Article III Member Organizations**

### **Section I**

The Member Organizations of JSU shall be:

- Hillel at Virginia Tech

- Hokies for Israel at Virginia Tech
- Chabad at Virginia Tech
- Peer Network Engagement Interns
- Zeta Beta Tau
- Alpha Epsilon Pi
- Nazun

This will be a joint, *ad hoc* subcommittee between the Commission on Undergraduate Student Affairs (CUSA) and the Commission on Graduate & Professional Student Affairs (CGPSA). This joint subcommittee will be responsible for reviewing proposals and major amendments to the funding policies, strategies, and any policy-related matters that pertain to general student financial plans (both undergraduate and graduate) that are recommended to them from the Appropriations Committee, the Graduate Student Budget Board (GSBB), or the chairs or vice-chairs of these entities.

**The composition of SAPRC will be five CUSA and five CGPSA members.** At least three of the five members nominated to this role from each commission must be students. Members must be voted in by majority from their respective commission.

2022-23 Proposed Goals	Commission on Undergraduate Student Affairs
Goal 1	Begin orienting the new chair for CUSA
Goal 2	Create inclusive culture of dialog
Goal 3	Review first generation student performance compared to other universities
Goal 4	Focus on international student experience
Goal 5	Improving the excessive work and treatment of members of the executive board (president, vice presidents, & directors) of the Undergraduate Student Senate
Goal 6	Advocate for the rights and safety of religious minorities on campus Improve residential well being leaders' working environment and treatment as well as strengthen quiet hours
Goal 7	Promote stable growth of Lavender House, a new LLP, an expand diversity and inclusion within Lavender House

<b>Goal 8</b>	Reinforcement of punishment for perpetrators of sexual violence within the campus
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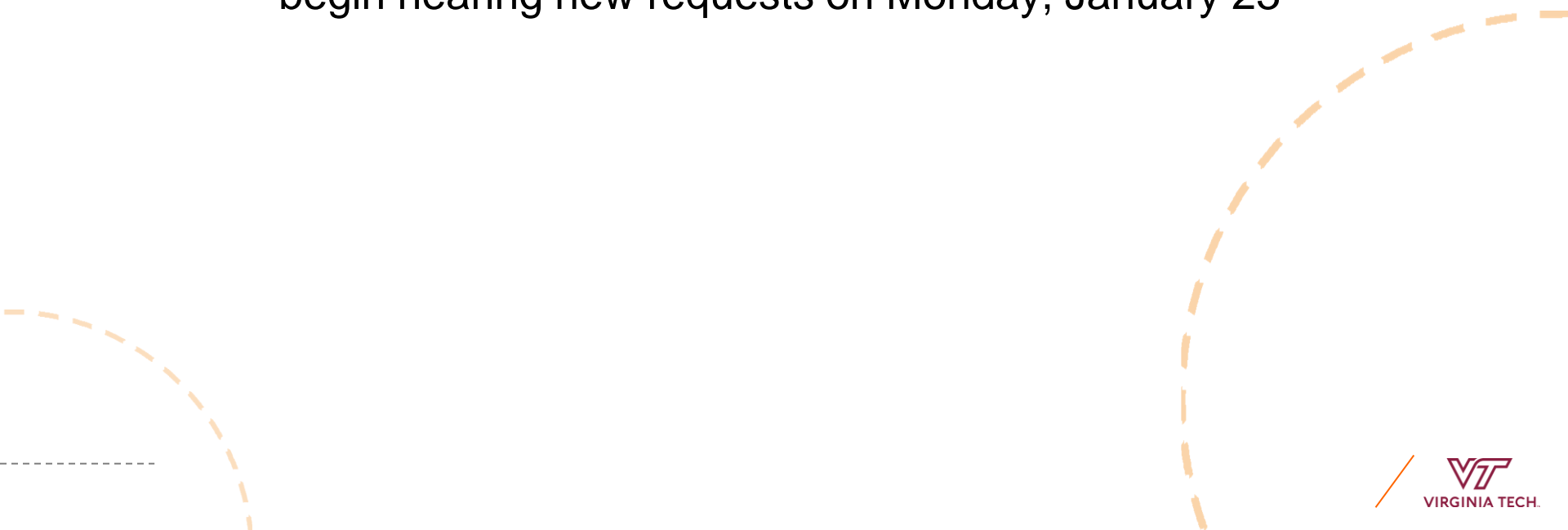
# *Appropriations Presentation - 1/19/23*

**Presented on Behalf of the Appropriations  
Committee**





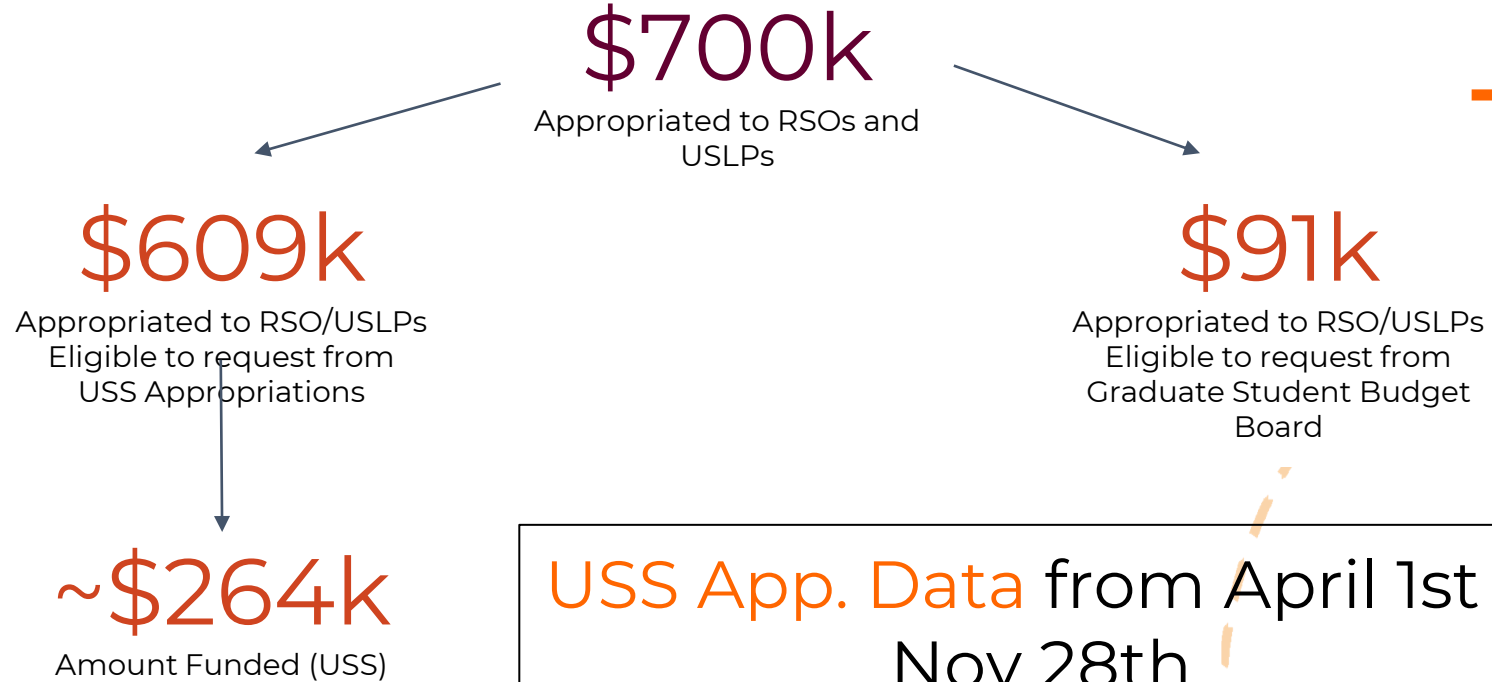
# *Recent Updates*

- Gobblerconnect website has been open, and we will begin hearing new requests on Monday, January 23
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# *State of Committee*

# State of Committee



# Requests Heard by Committee: 11/29-12/5

21

Requests Heard

17

Approved Requests

18

Unique Organizations

~\$23K

Amount Funded

Competition	3 requests	\$4,000
Conference	1 request	\$500
Major Event	0 requests	\$0
Small Grant	5 requests	\$5,400
Operational	3 requests	\$600
General Program	5 requests	\$12,000

# Total 2022-2023 USS Appropriations Year to Date (August 1st-November 28th)

278

Requests Received

176

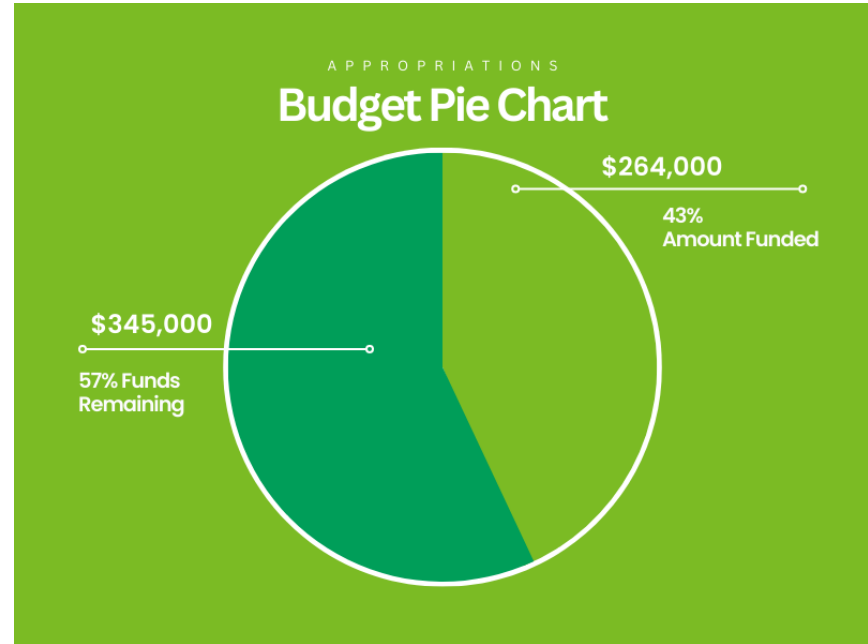
Approved Requests

141

Unique Organizations

~\$264K

Amount Funded



Total Approved for  
2022-2023 Events