

MINUTES

Commission on Student Affairs Room 219 Squires Student Center  
September 2, 1999 3:30 p.m.

Present: Mr. Sean Blackburn, Ms. Susan Anderson, Ms. Laura Bayless, Ms. Erica Burroughs, Dr. Lanny Cross, Ms. Kimberly DeGuise, Ms. Lara Digan, Ms. Carolyn Haag (for Ms. Rachal Emery), Ms. C. J. Griffin, Mr. Jonathan Harmer, Mr. Aaron Hill, Ms. Elaine Humphrey, Ms. Abby Patterson (for Mr. Ken Keane), Ms. Marqueea King, Mr. Drew Lichtenberger, Mr. Steven Lui, Mr. Aaron McClung, Mr. Chittiappa Muthanna, Dr. Barbara Pendergrass, Dr. Jennie Reilly, Dr. Edd Sewell, Dr. Ed Spencer, Mr. Jeff Sutton, Dr. Brian Warren, Ms. Alyssa Williams

Absent: Dr. Robert Bates, Ms. Jovette Gadson, Mr. Darin Oduyoye, Dr. Martha Johnson, Mr. Brad Ramsey

Guests: Ms. Nicki Cantrell, Mr. Dave Chambers, Mr. Sandy Smith

I. Call to Order

Mr. Sean Blackburn, chair, called the meeting to order at 3:30 p.m.

A. Comments from the Chair

Mr. Blackburn announced that the minutes will be approved electronically. Minutes will be e-mailed to the commission by Ms. Donna Sanzenbach. Any changes or corrections should be sent to her by the indicated deadline. No response counts as a positive vote.

Mr. Blackburn asked the commission to think about whether the meetings should be held in a different location, perhaps a larger room in an academic building. Commission members should contact Mr. Blackburn via e-mail with any comments.

Mr. Blackburn asked for volunteers to serve on the Academic Support Committee. Anyone interested in serving on the committee should get in touch with Mr. Blackburn.

II. Approval of Agenda

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

III. New Business

A. Approval of Student Budget Board Minutes

The minutes of the February 2 and 10, March 23, April 28, and June 2, 1999, meetings of the Student Budget Board were approved as submitted.

B. Confirm Issues and Concerns

Mr. Blackburn presented a list of issues and concerns to be discussed during the coming academic year. The list was compiled based on discussions at the commission's orientation meeting on August 26, 1999. The order for future agendas will be based on timeliness of the issue

and availability of speakers. The issues, and the people who will be invited to discuss them, include:

Academic    Academic Advising-Delores Scott    Periodicals in the Library-Eileen Hitchingham    Graduation - Exit Interviews for Satisfaction-John Muffo    Search for the President-Barbara Pendergrass  
Enrollment Cap . Over Crowding-Dave Ford . Class Sizes-Dave Ford .  
Crowding in Residence Halls - Shanks-Ed Spencer . History Requirement - VT Prepared-Dave Ford . More Summer Courses-Dave Ford

Finance    Satisfaction of University Financial Services . Foundation Accounts-Ray Smoot    Virginia Tech Services (Bookstore Prices/vending machines)-Don Williams    Technology Fees-Will be covered with Tuition and Fees Report to CSA in spring semester

Student Life    Diversity-Ben Dixon    Progress of the New Alcohol Polices and Initiatives-Steve Clarke    Improvement to the Older Residence Halls-Ed Spencer    Future Construction - Master Plan-Scott Hurst .  
Landscaping - Trucks On-Campus-Spencer Hall    New Athletic Ticket Policy-Dave Chambers    Parking Services (Hours and locations)-To be announced    Safety . Police Phones-Mike Jones . Sexual Assault-Sharon Snow

In regard to the Presidential Search, Ms. Susan Anderson asked if the university's general population--faculty, staff, and students--will be able to participate in public forums with the top candidates. Dr. Barbara Pendergrass, who serves on the Presidential Search Committee, indicated that the Board of Visitors will make that decision in the near future.

Dr. Jennie Reilly reported that at a recent ADA Executive Committee meeting, a faculty member discussed accommodations for students with disabilities. The university has a syllabus statement that faculty are encouraged to use. This statement encourages students to meet privately with faculty if they have special needs. Dr. Reilly asked if the commission could pass a resolution requiring faculty to include this statement on their syllabi. The matter will be discussed at a future meeting.

#### C. Approval of AASU Constitution-First Reading

Mr. Steven Lui discussed the history of changes to the constitution. The last revision was seven years ago. Mr. Blackburn asked the commission to review the constitution before the next meeting. It will be finalized and approved at the September 16 meeting.

#### D. Discussion on Distinguished Speaker Series

Ms. Nicki Cantrell led a discussion on a possible Distinguished Speaker Series for the university. Student organizations are interested in bringing in speakers, but the speaker fees are quite high. The Student Budget Board would have to take a large amount of money from student activity fees and various groups in order to fund a speaker series. Therefore, the issue of matching funds from throughout the university, including student activity fees, has arisen. These funds could support a distinguished speaker at least once a year. A motion was made to form a subcommittee to study the distinguished speaker issue. Motion was

seconded and approved. Ms. Abby Patterson will chair the subcommittee. Anyone interested in serving on the subcommittee should let Ms. Patterson know.

#### E. Update on Football Season Tickets

Mr. Dave Chambers discussed the football season ticket policy for students and announced that 1,756 were sold this year. Mr. Chambers and Mr. Sandy Smith answered questions regarding ticket distribution, guest tickets, and handicap access.

#### IV. Announcements

A. Mr. Sean Blackburn reminded everyone to sign the attendance list.

B. Mr. Blackburn announced that we still need applicants for the Student Budget Board.

C. Ms. Susan Anderson distributed Sexual Assault hang-tags and has extras available for individuals and organizations.

D. Mr. Aaron McClung thanked Dr. Barbara Pendergrass and the Dean of Students Office for sponsoring the Celebration of Diversity on September 1.

E. Mr. Jonathan Harmer announced that there would be a concert at 6:00 p.m. and pep rally at 9:00 p.m. on Main Street on September 2.

#### V. Adjournment

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Donna Sanzenbach Recording Secretary

## MINUTES

Commission on Student Affairs  
Room 219 Squires Student Center  
September 16, 1999  
3:30 p.m.

Present: Mr. Sean Blackburn, Ms. Susan Anderson, Ms. Laura Bayless, Dr. Lanny Cross, Ms. Kimberly DeGuise, Ms. Lara Digan, Ms. Jovette Gadson, Mr. Jonathan Harmer, Mr. Aaron Hill, Ms. Elaine Humphrey, Mr. Ken Keane, Ms. Marquee King, Mr. Drew Lichtenberger, Mr. Steven Lui, Mr. Aaron McClung, Mr. Chittiappa Muthanna, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Jennie Reilly, Dr. Edd Sewell, Dr. Ed Spencer, Mr. Jeff Sutton, Ms. Alyssa Williams

Absent: Dr. Robert Bates, Ms. Erica Burroughs, Ms. Rachal Emery, Ms. C. J. Griffin, Dr. Martha Johnson, Mr. Darin Oduyoye, Dr. Brian Warren

Guests: Ms. Debby Barbour, Mr. Deepak Deshpande, Mr. Curtis Lynch, Ms. Ashley Marshall

### I. Call to Order

#### A. Comments from the Chair

Mr. Sean Blackburn announced that the September 2, 1999, minutes were approved electronically, and forwarded to University Council for approval at the September 20 meeting. Ms. Sanzenbach will send a final version to commission members.

Mr. Blackburn said that in order to assist future speakers please e-mail any potential questions to him, and he will forward the questions to the speakers before the meetings.

Mr. Blackburn announced that the meetings will continue to be held in Room 219 Squires since no one asked that the location be changed.

### II. Approval of Agenda

Ms. Susan Anderson requested that the Presidential Search be added as an agenda item. Motion was made and seconded to approve the amended agenda. Motion was approved by unanimous vote.

### III. Old Business

#### A. Approval of AASU Constitution-Second Reading - Steven Lui

Mr. Jeff Sutton asked if the AASU allows graduate students to join. Mr. Lui said graduate students are allowed to participate in meetings, but can't be members with voting rights or act as officers because this is an undergraduate organization. Mr. Sutton made a motion to include graduate students in the AASU. Dr. Ed Spencer suggested the document go back to the organization for reconsideration. Mr. Sutton withdrew his motion. Motion was made and seconded to send the constitution back to AASU for further consideration. Motion was approved.

#### B. Update from Distinguished Speaker Subcommittee - Sean Blackburn

Mr. Blackburn announced that Ms. Abby Patterson wants to meet with the Distinguished Speaker Subcommittee on Sunday, September 19. The subcommittee needs two additional students and a faculty member or administrator. Dr. Barbara Pendergrass volunteered to serve. Anyone else interested in serving should e-mail Ms. Patterson at [apatters@vt.edu](mailto:apatters@vt.edu).

C. Confirmation of Appointment to Academic Support Committee - Laura Bayless

Mr. Blackburn reminded the commission that we need to appoint a representative to the Academic Support Committee. Ms. Laura Bayless served last year and is interested in serving again this year. Ms. Bayless briefed the commission on the function of the committee. They deal with issues such as the Academic Calendar, i.e. should the university have a Fall Break and Thanksgiving Break. Mr. Blackburn made a motion to appoint Ms. Bayless as the CSA representative. Motion was seconded and approved.

IV. New Business

A. Appointment of Student Budget Board Members - Alyssa Williams

Ms. Williams explained that the role of the Student Budget Board is to recommend allocation of student center fees to properly established student organizations for their programs and activities. The Student Budget Board is a standing subcommittee of CSA. Ms. Williams distributed applications for Ms. Ashley Marshall, the undergraduate candidate, and Mr. Deepak Deshpande, the graduate candidate. Ms. Marshall and Mr. Deshpande introduced themselves and said a few words about why they would like to serve on the Student Budget Board. Mr. Blackburn made a motion to approve both candidates. The motion was seconded and approved. The Budget Board is still seeking one more undergraduate member.

B. Parking at Virginia Tech - Curtis Lynch and Debby Barbour

Mr. Lynch and Ms. Barbour discussed several parking issues such as lot changes and improvements, Drillfield enforcement, parking garage, and the football parking fee. They indicated that more building is taking place in the center of campus, therefore parking is being pushed to the perimeters. In the future there will be better shuttle bus service from the outlying parking lots. They are also considering high occupancy vehicle parking lots to encourage people to carpool. They hope to increase Blacksburg Transit and bicycle usage as well.

Mr. Lynch and Ms. Barbour answered the commission's questions regarding handicap access, Drillfield enforcement, parking for faculty and students who are on campus during football games, parking meters, carpool lots, computer matching system for those interested in carpooling, parking fees, and parking fines.

C. Presidential Search - Susan Anderson

Ms. Susan Anderson presented the following resolution:

"The Commission on Student Affairs encourages the Presidential Search Committee and the Virginia Tech Board of Visitors to schedule public

opportunities for the Virginia Tech community--students, faculty, and staff--to interact with the candidates who are finalists in the presidential selection process. The CSA further encourages that responses and reactions of all members of the university community, who meet these various candidates, be welcomed and be considered in the process."

The commission discussed the issue of confidentiality, and whether the election process can be changed retroactively. The commission decided to send the resolution forward with the understanding that the Board of Visitors has the final authority in the matter, not the Search Committee. There was a motion to approve the resolution. The motion was seconded and approved.

V. Announcements

Dr. Barbara Pendergrass announced the keynote speaker for Hispanic Heritage Month. Richard Rodriguez, author of *Days of Obligation: An Argument with my Mexican Father* and recipient of the George Foster Peabody Award in 1997, will be speaking at the Multicultural Center on September 22nd at 7:00 p.m. There will be a reception beforehand at 4:00 p.m. in BCC.

VI. Adjournment

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

MINUTES

COMMISSION ON STUDENT AFFAIRS

October 7, 1999

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Mr. Sean Blackburn, Ms. Susan Anderson, Ms. Laura Bayless, Ms. Erica Burroughs, Dr. David Ostroth for Dr. Lanny Cross, Mr. Matthew Chan for Ms. Kimberly DeGuise, Ms. Rachael Emery, Dr. JoAnn Emmel, Mr. Charlie Rose for Ms. C. J. Griffin, Ms. Elaine Humphrey, Ms. Marquee King, Ms. Jeanne Carmody for Mr. Drew Lichtenberger, Mr. Steven Lui, Mr. Aaron McClung, Mr. Chittiappa Muthanna, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Jennie Reilly, Dr. Edd Sewell, Ms. Pam Winfrey for Dr. Ed Spencer, Mr. Jeff Sutton

Absent: Dr. Robert Bates, Ms. Lara Digan, Ms. Jovette Gadson, Mr. Jonathan Harmer, Mr. Aaron Hill, Dr. Martha Johnson, Mr. Ken Keane, Mr. Darin Oduyoye, Dr. Brian Warren, Ms. Alyssa Williams

Guests: Dr. John Muffo, Dr. Paul Metz

I. Call to Order

A. Comments from the Chair

Mr. Sean Blackburn announced that the September 16, 1999, minutes were approved electronically and forwarded to University Council for approval. Mr. Blackburn has University Council information available to anyone who would like to review it.

II. Approval of Agenda

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

III. Approval of Student Budget Board Minutes

The minutes of the September 22, 1999, Student Budget Board meeting were approved as submitted.

IV. Old Business

A. AASU Constitution-Second Reading - Steven Lui

Mr. Lui distributed an updated version of the AASU Constitution. The AASU has decided to extend membership to graduate students. Graduate students will also be allowed to run for office if they so choose. A motion to approve the changes was seconded and approved. A motion to ratify the constitution was seconded and approved.

## B. Update on Distinguished Speaker Subcommittee

Mr. Sean Blackburn announced that Ms. Abby Patterson will be contacting the subcommittee to set up a meeting.

## V. New Business

### A. Post-Football Game Programming - Dave Ostroth and Barbara Pendergrass

Dr. Ostroth, Dr. Pendergrass, and the commission discussed possible post-football game programming to decrease student drinking. Some non-alcohol events being considered are concerts, post-game pep rallies, dances, pre-game tailgate parties for students, and events with discounted food. Dr. Ostroth asked the commission to discuss these ideas with their groups. Any programming will be a joint effort between the university and student groups. If you have other ideas for programming, contact Dr. Ostroth or Dr. Pendergrass.

### B. Overview of Academic Assessment Program - John Muffo

Dr. Muffo, Director of the Academic Assessment Program, gave an overview of their program and the surveys conducted by their office. They include a current student survey, an entering freshman survey, and an alumni survey. He distributed copies of the 1997 Alumni survey, which was conducted in fall 1998. For other survey results, commission members may access the Academic Assessment web page at <http://fbox.vt.edu:10021/admin/assess/>. Dr. Muffo indicated his willingness to attend a future CSA meeting if commission members have further questions after reviewing the surveys.

### C. Library-Periodicals - Paul Metz

Dr. Metz, Principal Bibliographer for Newman Library, briefed the commission on peer institution comparisons, library collections, and the decision making process for ordering and canceling subscriptions. Compared to our peer institutions, Virginia Tech ranks low in expenditures for collections and facilities, as well as the number of librarians and their salaries. Virginia Tech has cancelled over 4,000 serials during the 1990's, but has greatly increased electronic resources through VIVA. The Goals of Collection Development offers information on the policy for collections development and may be accessed at [http://www.lib.vt.edu/info/colldev/coll\\_dev\\_policies/GOALS.html](http://www.lib.vt.edu/info/colldev/coll_dev_policies/GOALS.html). For more information, please contact Dr. Metz at [pmetz@vt.edu](mailto:pmetz@vt.edu).

## VI. Announcements

Mr. Blackburn reminded the commission to contact him if they have pending items that should be added to the agenda. The next meeting is October 21.



Ms. Susan Anderson announced that Radford University is having their annual Take Back The Night on October 12. Virginia Tech will hold a Sexual Assault Summit on October 13 from 7:00-9:00 p.m. in DBHCC.

Mr. Matthew Chan announced that graduate students will have their professional day on October 12 from 10:00 a.m.-3:00 p.m. in Squires with representatives from 70 universities.

Mr. Jeff Sutton announced that GSA and BGSO will have a social from 5:00-7:00 p.m. on October 7 at Hokie House.

Ms. Erica Burroughs announced that the NAACP and a couple of other organizations will hold a Unity March on October 11 at 4:45 p.m.

Mr. Charlie Rose announced that October 11 is National Coming Out Day, and the LGBTQA will have an information booth set up on the drillfield.

#### VII. Adjournment

The meeting adjourned at 4:55 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

MINUTES

COMMISSION ON STUDENT AFFAIRS

October 21, 1999

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Mr. Sean Blackburn, Ms. Susan Anderson, Dr. Carolyn Dixon for Dr. Robert Bates, Ms. Laura Bayless, Dr. Lanny Cross, Ms. Kimberly DeGuise, Ms. Lara Digan, Ms. Rachael Emery, Mr. Aaron Hill, Ms. Elaine Humphrey, Dr. Martha Johnson, Mr. Ken Keane, Ms. Marquee King, Mr. Drew Lichtenberger, Ms. Prema Patil for Mr. Steven Lui, Mr. Aaron McClung, Mr. Chittiappa Muthanna, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Jennie Reilly, Dr. Edd Sewell, Dr. Ed Spencer, Dr. Brian Warren, Ms. Alyssa Williams

Absent: Ms. Erica Burroughs, Dr. JoAnn Emmel, Ms. Jovette Gadson, Mr. Jonathan Harmer, Mr. Darin Oduyoye, Mr. Charlie Rose, Mr. Jeff Sutton

Guests: Dr. Delores Scott

I. Call to Order

A. Comments from the Chair

Mr. Sean Blackburn announced that the October 7, 1999, minutes were approved electronically and forwarded to University Council for approval. Mr. Blackburn has University Council information available to anyone who would like to review it.

Mr. Blackburn announced that Mr. Charlie Rose will be the new representative for LBGTA on CSA.

Mr. Blackburn distributed a statement from the Commission on Research regarding "A Renewed Commitment to Research, Scholarship, and Graduate Education," and asked CSA members to review it for discussion at the next meeting.

II. Approval of Agenda

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

III. New Business

A. Residence Hall Occupancy, Use of Shanks - Edward Spencer

Dr. Edward Spencer distributed handouts regarding on-campus housing for Fall 1999 and discussed the decision-making process for temporary housing assignments during the overcrowding period early in the semester. They have begun the housing plans for next academic year based on the target numbers set by the Enrollment Management Committee. He also discussed the use of Shanks Hall, which will be closed at the end of Fall Semester for renovations beginning in January 2000. Students who

are currently living in Shanks are being reassigned to other buildings, and Shanks will be empty by the end of the semester.

#### B. Selection Process for Student Representatives to Board of Visitors - Lanny Cross

Dr. Lanny Cross led a discussion regarding the timeline for selecting student representatives to the Board of Visitors. In the past, the new student representatives were presented to the Board at the April meetings. This year the Board meeting schedule has changed, and the spring meetings will take place in March and June. The commission discussed the advantages of presenting the new members in March versus June. It was decided that March will be the best time because students will still be on campus. Dr. Cross will discuss the matter with the Board of Visitors at the November 8 meeting.

Dr. Cross also led a discussion on the possibility of establishing an internship for student representatives to the Board. Student representatives have a considerable amount of work and responsibility. An internship would help document the educational benefits of this position. Some commission members feel that no credit should be given because this is an honorary volunteer position, and students should serve as a service to the university. Others feel it would be helpful because a faculty advisor would help the student be more productive, and an internship would attract more applicants for the positions. Dr. Cross pointed out that an internship would formalize what already exists in the independent study process. We need to decide whether to bring this to the attention of students who apply for the representative positions. Anyone who has further comments should contact Dr. Cross.

#### C. Annual Funding Schedule for Student Budget Board - Alyssa Williams

Ms. Williams distributed the 2000-2001 funding schedule for the Student Budget Board. The cycle is starting earlier this year and they are requiring all student organization presidents or treasurers to attend a training workshop. Motion was made and seconded to approve the schedule. Motion was approved by unanimous vote.

#### D. Academic Advising - Delores Scott

Dr. Scott shared the results of the Task Force on Academic Advising. The task force completed its work in August and submitted their report to the Provost in September. They began their work last October by reviewing advising practices at Virginia Tech and other universities. They found that Virginia Tech had no: 1) definition for university-wide advising, 2) philosophy, 3) statement of student responsibility, 4) statement of advisor responsibility, or 5) statement of university responsibility. They developed a framework and a developmental model on advising undergraduate students to address these and other issues. The Task Force's Progress Report is available on [http://ate.cc.vt.edu/PROVOST/ai/TFP\\_Report.html](http://ate.cc.vt.edu/PROVOST/ai/TFP_Report.html). The Provost has appointed an Implementation Committee to move forward with the strategies the Task Force recommended. Dr. Scott discussed future training programs and distributed a list of upcoming workshops and teleconferences. The first is a teleconference, "Academic Advising:

Campus Collaborations to Foster Retention," on November 4, 1:00-4:00 p.m., Channel 9 on Campus Cable. Dr. Scott may be contacted at scottdw@vt.edu if you have any questions.

#### IV. Announcements

Mr. Chittiappa Muthanna announced that CISO is hosting a "Dance of Nations" on November 5, 7:30 p.m., Commonwealth Ballroom.

Dr. Barbara Pendergrass distributed a form, "What Would You Say?" and asked CSA members to send their ideas on preventing sexual assault to the Project SAFE staff in the Dean of Student's Office. They are working to provide a safe environment for all students and would like the input of the campus community on how to reshape the culture to prevent sexual assault.

Dr. Brian Warren announced that Schiffert Health Center is sponsoring a campus-wide immunization clinic on Wednesday, October 27, 10:00 a.m.-8:00 p.m., in four different locations on campus: Shultz, Dietrich, Squires, and McComas. Meningitis, Flu, and Hepatitis B immunizations will be available at all locations.

Ms. Prema Patil announced that the AASU cultural exhibition will be held on Saturday, October 23, 6:00 p.m. in Burruss.

Ms. Susan Anderson announced that Amnesty International students and Womanspace will be meeting jointly in November to discuss their impressions from the Sexual Assault Summit. As part of Sexual Assault Awareness Month, the Clothesline Project will be on display on the lawn of the Women's Center from 9:00 a.m. to 5:00 p.m. on October 26-27. The Speak Out will be on October 27 at 5:30 p.m.

#### V. Adjournment

The meeting adjourned at 5:15 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

MINUTES

COMMISSION ON STUDENT AFFAIRS

November 4, 1999

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Mr. Sean Blackburn, Ms. Susan Anderson, Ms. Laura Bayless, Ms. Erica Burroughs, Dr. Lanny Cross, Ms. Kimberly DeGuise, Ms. Erin Giekel for Ms. Lara Digan, Ms. Carolyn Dixon, Ms. Carolyn Haag for Ms. Rachael Emery, Dr. JoAnn Emmel, Mr. Jonathan Harmer, Mr. Aaron Hill, Ms. Marquee King, Mr. Drew Lichtenberger, Mr. Steven Lui, Mr. Aaron McClung, Mr. Chittiappa Muthanna, Ms. Abby Patterson, Dr. Barbara Pendergrass, Dr. Jennie Reilly, Mr. Charlie Rose, Dr. Edd Sewell, Dr. Ed Spencer, Mr. Jeff Sutton

Absent: Ms. Jovette Gadson, Ms. Elaine Humphrey, Dr. Martha Johnson, Mr. Darin Oduyoye, Mr. Brad Ramsey, Dr. Brian Warren, Ms. Alyssa Williams

Guests: Ms. Sharon Snow

I. Call to Order

A. Comments from the Chair

Mr. Sean Blackburn announced that the October 21, 1999, minutes were approved electronically and forwarded to University Council for approval. Mr. Blackburn circulated the latest University Council minutes for review.

The room for CSA's Spring Semester meetings will be reserved in the near future. The meetings will take place in either Squires or Johnston Student Center. Please send any comments about the location to Mr. Blackburn at sblackbu@vt.edu.

II. Approval of Agenda

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

III. Old Business

A. Statement from Commission on Research, "A Renewed Commitment to Research, Scholarship, and Graduate Education"

Mr. Blackburn asked the commission for comments on the statement from the Commission on Research, which was forwarded by Dr. Paul Metz for our review and support. Ms. Kimberly DeGuise indicated that the Commission on Research has now passed this as a resolution and changed the wording. Mr. Blackburn will obtain the final resolution for CSA review, and ask a Commission on Research member to attend a future meeting to answer questions.

IV. New Business

#### A. Sexual Assault on Campus - Sharon Snow

Ms. Sharon Snow, Assistant Director of the Women's Center, gave an overview of the confidential services offered at the center such as crisis intervention, counseling, and support groups. Ms. Snow is also the Sexual Assault Educator and is available to speak to classes and groups about issues of sexual assault. They have started a peer education program. If interested in participating, contact the Women's Center for more information. October was Sexual Assault Awareness Month. They worked with the Dean of Students office to hold a Sexual Assault Summit and plan to hold another one during spring semester. She said that 90% of sexual assaults on campus occur when the students have been drinking alcohol. The most dangerous time for women on college campuses is their first semester in college. One out of four women are sexually assaulted while in college. Anyone needing their services or more information should contact the Women's Center at the Price House on Stanger Street, phone 231-7806. Their web address is <http://fbox.vt.edu:10021/women/WomensCenter.html>. Twenty-four hour assistance is available at the Women's Resource Center in Radford, phone 639-1123.

#### V. Announcements

Mr. Chittiappa Muthanna announced the Dance of Nations to be held on November 5, 7:30 p.m., Commonwealth Ballroom.

Ms. Abby Patterson announced that Local H will perform in concert on November 4; Garbage and Lit will perform on November 9. Tap Dogs, a Lively Arts Show will take place on November 8.

Ms. Susan Anderson announced that 225 6th grade girls will attend "Women in Mathematics: Career Day at Virginia Tech" at the Math Emporium on November 11.

Mr. Sean Blackburn announced the next CSA meeting will be November 18.

#### VI. Adjournment

The meeting adjourned at 4:05 p.m.

Donna Sanzenbach, Recording Secretary

## MINUTES

### COMMISSION ON STUDENT AFFAIRS

November 18, 1999

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Mr. Sean Blackburn, Ms. Susan Anderson, Ms. Laura Bayless, Dr. Lanny Cross, Ms. Kimberly DeGuise, Ms. Carolyn Dixon, Mr. Chris Pechacek for Ms. Rachal Emery, Dr. JoAnn Emmel, Mr. Aaron Hill, Ms. Elaine Humphrey, Ms. Marquee King, Mr. Drew Lichtenberger, Mr. Steven Lui, Mr. Aaron McClung, Mr. Tom Brown for Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Jennie Reilly, Mr. Charles Rose, Dr. Edd Sewell, Dr. Ed Spencer, Mr. Jeff Sutton, Ms. Jeannie Baker for Dr. Brian Warren

Absent: Ms. Erica Burroughs, Ms. Lara Digan, Ms. Jovette Gadson, Mr. Jonathan Harmer, Dr. Martha Johnson, Mr. Ken Keane, Mr. Chittiappa Muthanna, Mr. Darin Oduyoye, Ms. Alyssa Williams

Guests: Mr. Steve Clarke

#### I. Call to Order

##### A. Comments from the Chair

Mr. Sean Blackburn announced that the minutes of the November 4, 1999, meeting have been approved electronically and forwarded to University Council for approval. Mr. Blackburn circulated the latest University Council minutes for review.

Mr. Blackburn asked the commission to start recruiting candidates for the student representative positions on the Board of Visitors. The selection process will take place during spring semester, with students being presented to the Board at the March meeting.

#### II. Approval of Agenda

Mr. Jeff Sutton requested that Emergency Funding for Students be added as an agenda item. Motion was made and seconded to approve the amended agenda. Motion was approved by unanimous vote.

#### III. Approval of Student Budget Board Minutes

The minutes of the October 19, 1999, Student Budget Board meeting were approved as submitted.

#### IV. Old Business

##### A. Resolution from Commission on Research - First Reading

Mr. Blackburn distributed a resolution from the Commission on Research, "A Renewed Commitment to Research, Scholarship, and Graduate Education" for the first reading. The commission was asked to consider whether they will support the resolution. After a brief discussion, Mr. Blackburn

announced that the second reading will take place at the December 2 meeting. Dr. Terry Herdman, Chair of the Commission on Research, may be available to attend the meeting to answer questions.

## V. New Business

### A. Alcohol Programming - Steve Clarke

Mr. Steve Clarke, Coordinator of Alcohol Abuse Prevention Programs and Special Assistant to the Vice President of Student Affairs, presented an overview of Virginia Tech's plan to reduce "high-risk" drinking. The number of alcohol-free activities on Thursday through Saturday nights has increased, as has the funding and publicity for those events. A new designated-driver program was implemented. A new campus-wide media campaign based on "positive social norming" was initiated this fall and will continue throughout the year. Enforcement of university alcohol policies has also changed, including off-campus enforcement and parental notification. Mr. Clarke discussed the new educational sanctions for alcohol offenders. He also discussed results from the CORE survey, which indicates significant increases in awareness of alcohol policies, student involvement in prevention activities, and the belief that Virginia Tech is concerned about alcohol abuse and enforcing alcohol policies. Mr. Clarke addressed the commission's questions regarding counseling, prevention of underage drinking, and enforcement of alcohol regulations by local bars. Mr. Clarke suggested that student leaders meet at the beginning of spring semester to discuss alcohol programming.

### B. Emergency Funding for Students

Mr. Jeff Sutton led a discussion on emergency funding for students. He asked that students, especially international students, have greater access to emergency funding with higher limits. A list of emergency funding sources is also needed. Mr. Tom Brown from the Dean of Students Office indicated that they have loans available for up to \$300 for students in an emergency situation, and they are very flexible with the repayment schedule. The funding for these loans comes from the Parents Fund, with \$2,000-\$3,000 available per year. Emergency aid is also available through the Financial Aid Department for up to \$500, but students must be eligible for financial aid to receive these loans and most international students are not eligible. Mr. Blackburn announced that Ray Smoot is on the agenda for February 3 to discuss financial services, so this issue can be revisited at that time.

## VI. Announcements

Mr. Tom Brown announced for Dr. Barbara Pendergrass that the Diversity Summit on January 17 is in the early stages of planning. They wanted to know if more students would be able to attend the summit if it were held from 5:00-8:00 p.m. rather than earlier in the day. After some discussion, the commission agreed that this time change would increase participation by students.

Mr. Aaron McClung announced that Order of the Gavel would be meeting on November 18 at 5:00 p.m. in 219 Squires.

Mr. Blackburn announced that the next CSA meeting will be December 2,



1999.

VII. Adjournment

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

MINUTES

COMMISSION ON STUDENT AFFAIRS

December 2, 1999

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Mr. Sean Blackburn, Ms. Susan Anderson, Ms. Laura Bayless, Dr. Lanny Cross, Ms. Kimberly DeGuise, Ms. Lara Digan, Ms. Carolyn Dixon, Ms. Janelle Harden for Ms. Rachal Emery, Dr. JoAnn Emmel, Mr. Jonathan Harmer, Ms. Elaine Humphrey, Dr. Martha Johnson, Ms. Marquee King, Mr. Drew Lichtenberger, Mr. Steven Lui, Mr. Aaron McClung, Mr. Chittiappa Muthanna, Ms. Abby Patterson, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Jennie Reilly, Mr. Charles Rose, Dr. Edd Sewell, Dr. Ed Spencer, Mr. Jeff Sutton, Ms. Alyssa Williams

Absent: Ms. Erica Burroughs, Ms. Jovette Gadson, Mr. Aaron Hill, Mr. Darin Oduyoye, Dr. Brian Warren

Guests: Dr. David Ford, Mr. Marvin Foushee

I. Call to Order

A. Comments from the Chair

Mr. Sean Blackburn announced that the minutes of the November 18, 1999, meeting have been approved electronically and forwarded to University Council for approval.

Mr. Blackburn reminded the commission to advertise the upcoming Board of Visitors student representative elections. More information about the timeline for the election will be forthcoming early next semester.

II. Approval of Agenda

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

III. Approval of Student Budget Board Minutes

The minutes of the November 10, 1999, Student Budget Board meeting were approved as submitted.

IV. Old Business

A. Resolution from Commission on Research - Second Reading

Mr. Blackburn distributed a resolution from the Commission on Research, "A Renewed Commitment to Research, Scholarship, and Graduate Education" for the second reading. After a discussion on whether this resolution falls under areas that CSA is responsible for, Ms. Abby Patterson made a motion to support the resolution. Dr. Barbara Pendergrass seconded the motion. During discussion of the motion, commission members expressed concern over the wording of the resolution, and felt we don't have enough information to make a decision at this time. The commission would like to

have a representative from the Commission on Research speak to the group and answer questions. Ms. Patterson withdrew her motion to support. Ms. Laura Bayless moved that we table the motion until we have someone address our concerns. V. New Business

#### A. Overcrowding, Class Sizes, History Requirement, Summer Courses - Dave Ford

Dr. David Ford, Vice Provost for Academic Affairs, addressed the commission on several academic issues. Dr. Ford discussed overcrowding on campus and class sizes. The university has 165 general assignment classrooms, with seven being added when the ACITC building is completed. The university follows SCHEV guidelines for classroom scheduling. The average class size is 42-46, determined by the size of the classroom. Most overcrowding in classrooms occurs when there is an over-demand for a class. The university will keep the 25,000 enrollment cap in an effort to reduce overcrowding. Dr. Ford also discussed the new 15-minute break between Monday, Wednesday, and Friday classes beginning Fall Semester 2000. This change was made due to requests by students and faculty who felt 10-minute breaks were not sufficient to reach classes across campus. In addition to this schedule change, 75-minute classes will be offered on Monday and Wednesday afternoons. Dr. Ford addressed the new American history requirement, which begins for students entering Virginia Tech in the fall of 2001. He distributed Dr. Torgersen's Policy Memorandum No. 192, which outlines the requirement and options for meeting the required competency level. Dr. Ford distributed a handout comparing enrollment for 1998 to 1999 summer sessions. Enrollment for summer 1999 was down from 1998 figures; however enrollment for Maymester courses and on-line courses doubled for 1999. Dr. Ford and Mr. Marvin Foushee, from Enrollment Services, answered questions on the topics covered by Dr. Ford. Mr. Blackburn announced that anyone wanting these issues to be revisited next semester should e-mail him at sblackbu@vt.edu.

#### VI. Announcements

Mr. Blackburn announced that meeting dates for CSA have been set for spring semester. The next CSA meeting will be January 20, 2000.

Mr. Jeff Sutton distributed information about emergency loans from the Financial Aid Office as a follow-up to a discussion on November 18 regarding emergency loans for students.

Ms. Lara Digan announced this was her last meeting. The Panhellenic Council will have a new representative next semester.

Ms. Alyssa Williams announced that the next Budget Board meeting is December 7. Please sign up in Joyce Rolen's office in 225K Squires if you are planning to attend.

Dr. Lanny Cross announced for Dr. Barbara Pendergrass that MAPS is looking for volunteers to help plan the Celebration of Diversity for fall 2000. Please let LaToya King (e-mail lking@vt.edu) know if you or a member of your organization is interesting in serving. Dr. Cross also announced that the Third Annual Diversity Summit will be held on January 17, Martin Luther King Day, 5:00-8:00 p.m. in Owens Banquet Hall.

VII. Adjournment

The meeting adjourned at 4:55 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

MINUTES

COMMISSION ON STUDENT AFFAIRS

January 20, 2000

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Mr. Sean Blackburn, Ms. Susan Anderson, Ms. Laura Bayless, Dr. Lanny Cross, Ms. Kimberly DeGuise, Ms. Carolyn Dixon, Dr. JoAnn Emmel, Mr. Jonathan Harmer, Mr. Aaron Hill, Ms. Elaine Humphrey, Ms. Marquee King, Mr. Darin Oduyoye, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Mr. Charles Rose, Dr. Edd Sewell, Dr. Ed Spencer, Mr. Jeff Sutton, Dr. Brian Warren, Ms. Alyssa Williams

Absent: Ms. Erica Burroughs, Ms. Lara Digan, Ms. Rachal Emery, Ms. Jovette Gadson, Dr. Martha Johnson, Mr. Ken Keane, Mr. Drew Lichtenberger, Mr. Steven Lui, Mr. Aaron McClung, Mr. Chittiappa Muthanna, Dr. Jennie Reilly

I. Call to Order

A. Comments from the Chair

Mr. Sean Blackburn announced that the minutes of the December 2, 1999, meeting have been approved electronically and forwarded to University Council for approval. The next University Council meeting will be on February 7.

Mr. Blackburn welcomed Mr. Darin Oduyoye, our undergraduate representative to the Board of Visitors, back to campus.

Mr. Blackburn announced there will be a special CSA meeting on February 24 to select six semi-finalists for the position of undergraduate representative to the Board of Visitors. The meeting will take place at 3:30 p.m., location to be announced. He asked the commission members to continue to recruit for the Board of Visitors positions.

Mr. Blackburn announced, as a follow-up to an earlier meeting about Parking Services, that three new parking meters have been installed in front of Sandy Hall to provide short-term parking in that area.

II. Approval of Agenda

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

III. New Business

A. Student Representative to Board of Visitors

1. Distribution of applications and discussion of timeline - Lanny Cross

Dr. Cross distributed applications for the positions of undergraduate and graduate student representative to the Board of Visitors. He also distributed and discussed the timeline for the selection process. There will be an informational meeting for those interested in applying on January 27 in 110 Burruss Hall. Applications are due by 5:00 p.m. on February 7. Applications will be screened by CSA and six semi-finalists selected. The six semi-finalists will be interviewed by CSA at a special meeting on February 24; three finalists will be selected at this special meeting. The three finalists will make presentations to the Board of Visitors on March 5 and the successful candidate will be announced at the Board meeting on March 6. Dr. Cross challenged all student organizations to sponsor an applicant for the positions and asked everyone to encourage any student who might be a good candidate to apply.

## 2. Presentation by current representatives - Darin Oduyoye and Elaine Humphrey

Mr. Darin Oduyoye (undergraduate) and Ms. Elaine Humphrey (graduate) spoke briefly on their experience as student representative to the Board of Visitors. They feel the experience has been rewarding, challenging, and an excellent learning experience. The positions have provided an opportunity to work within the governance system of the university, and attain a better understanding of how the system works. They encouraged CSA student members to apply and asked all members to advertise the positions to their organizations and departments.

## B. Distribution of Academic Agenda Accomplishments Report - Lanny Cross

Dr. Cross distributed copies of Gateways of Opportunity, Academic Agenda Accomplishments 1998-99. This report, produced by the Provost Office, highlights some of the achievements for last year's Academic Agenda and the revisions for this year. It also shows tasks that are assigned to various areas of the university, and the performance indicators for the units reporting for that area.

## IV. Announcements

Dr. Cross announced that applications are being solicited for the 2000 Virginia Governor's Fellows Program. Application materials and selection procedures are available in 112 Burruss Hall, or on the Student Affairs web page at <http://www.vpsa.vt.edu/programs>. The application deadline is February 17, 2000. The selection of Fellows will be based on merit. Fellows will be required to work full-time in the Governor's Office from May 25 through July 21, 2000. Virginia Tech provides a stipend to support selected Fellows.

Mr. Blackburn announced that Mr. Brad Ramsey, the vice chair, will be chairing the next meeting on February 3.

Dr. Barbara Pendergrass announced (for Ms. Nikki Giovanni) the Harlem Renaissance Costume Ball on Tuesday, February 1, 2000, from 7:00 to 10:00 p.m. in the Donaldson Brown Ballroom.

Ms. Alyssa Williams announced that the Student Budget Board Annual Funding Workshop scheduled for January 20 was postponed due to the weather. The new date is January 29 at 10:00 a.m. There will be an

additional funding workshop on January 26. The deadline for turning in funding requests is February 9; the hearings will begin on February 14.

Ms. Kimberly DeGuise announced the upcoming Research Symposium on March 27. The symposium will feature invited speakers. She encouraged students to participate in poster presentations. Ms. DeGuise will send the commission an e-mail message with more details.

V. Adjournment

The meeting adjourned at 4:05 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

MINUTES

COMMISSION ON STUDENT AFFAIRS

February 3, 2000

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Ms. Susan Anderson, Ms. Laura Bayless, Ms. Laetitia Boutemy, Dr. Lanny Cross, Ms. Kimberly DeGuise, Ms. Rachal Emery, Dr. JoAnn Emmel, Mr. Jonathan Harmer, Ms. Elaine Humphrey, Mr. Robby Black for Mr. Ken Keane, Ms. Marquee King, Mr. Drew Lichtenberger, Mr. Steven Lui, Mr. Aaron McClung, Mr. Darin Oduyoye, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Jennie Reilly, Ms. Heidi Ryan, Dr. Edd Sewell, Mr. Gerry Kowalski for Dr. Ed Spencer, Mr. Jeff Sutton, Mr. Pat Wachendorf

Absent: Mr. Sean Blackburn, Ms. Erica Burroughs, Ms. Carolyn Dixon, Ms. Jovette Gadson, Mr. Aaron Hill, Dr. Martha Johnson, Mr. Charles Rose, Dr. Brian Warren, Ms. Alyssa Williams

Guests: Mr. James Cole, Ms. Barbara Cowles, Mr. Dwight Shelton, Mr. Ray Smoot, Mr. Don Williams

I. Call to Order

A. Comments from the Vice Chair

Mr. Brad Ramsey presided over the meeting in Mr. Blackburn's absence. Mr. Ramsey announced that the minutes of the January 20, 2000, meeting have been approved electronically and forwarded to University Council for approval. The next University Council meeting will be on February 7.

Please continue to recruit members for the Board of Visitors student representative positions. Applications are due at 5:00 p.m. on February 7.

II. Approval of Agenda

The agenda was approved as written.

III. New Business

A. Morning Inaugural Meditation - Ms. Barbara Cowles

Ms. Barbara Cowles, Associate Director of the Honors Program and member of the Founders Day Task Force, briefed the commission on a new program for students on Founders Day, tentatively entitled Morning Inaugural Meditation. Dr. Charles Steger will be inaugurated this year on Founders Day and the task force wants to give students an opportunity to interact with Dr. Steger on this day. The Meditation, scheduled for 8:00 a.m. on April 28, will be a 30-minute program held in the amphitheater followed by a breakfast in Hillcrest with Dr. Steger. Ms. Cowles polled the commission on their interest in participating in the program and their willingness to serve in the planning process. For more information, contact Ms. Cowles at cowlesbs@vt.edu.

B. Virginia Tech Finance Issues



Mr. Ray Smoot, Vice President for Finance and Treasurer, spoke to the commission about the future of university finances. He feels that in the foreseeable future, the university will not be able to rely as heavily on state government funding or student fees for significant income. Therefore, the university will need to focus on private fund raising and university partnerships for additional resources.

Mr. Dwight Shelton, Associate Vice President for Budget, Financial Planning, and Analysis, outlined the university's process for requesting funds from the state. There is much competition for state funds, but their office works hard to ensure the university gets funding through this system. They anticipate the university will be successful in raising money from the state.

Mr. Don Williams, Executive Director of Virginia Tech Services, distributed a handout of their services and explained their structure and mission. They are a self-supporting organization and receive no state funds. One of the main missions of VT Services is to return money to the university in the form of scholarship funds, endowments, and support for athletic programs, to name a few. Mr. Williams answered the commission's questions on textbook prices and vending machine problems. Mr. Jeff Sutton asked Mr. Williams to consider having a graduate student on the VT Services board of directors. Mr. Williams will investigate this possibility, and get back to the commission with an answer.

Mr. Jim Cole, Director of Business Affairs and Controller for the Virginia Tech Foundation, briefed the commission on the role of the Foundation in the university's financial structure. The Foundation is the repository for all private funds donated to the university or its organizations. They also manage several properties on behalf of the university, such as the Corporate Research Center and Hotel Roanoke.

#### IV. Announcements

Mr. Ramsey introduced 1) Heidi Ryan, the new president of the Panhellenic Council; 2) Pat Wachendorf, the new president of the Interfraternity Council; and 3) Laetitia Boutemy, the new student representative for the Council of International Student Organizations.

Ms. Susan Anderson announced that they are in the planning stages for the next Take Back the Night, and asked students to let her know if their organization will help sponsor the event.

Mr. Aaron McClung announced that the Student Government Association is sponsoring a question and answer session with Dr. Steger on Tuesday, March 21, 6:00 p.m., location to be announced.

#### V. Adjournment

The meeting adjourned at 4:55 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

## MINUTES

### COMMISSION ON STUDENT AFFAIRS

February 17, 2000

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Ms. Susan Anderson, Ms. Laura Bayless, Mr. Sean Blackburn, Ms. Erica Burroughs, Ms. Kimberly DeGuise, Ms. Carolyn Dixon, Ms. Rachal Emery, Dr. JoAnn Emmel, Mr. Jonathan Harmer, Ms. Elaine Humphrey, Ms. Julie Arndt for Mr. Ken Keane, Ms. Marquea King, Mr. Drew Lichtenberger, Mr. Chris Del Vecchio for Mr. Aaron McClung, Mr. Chittiappa Muthanna, Mr. Darin Oduyoye, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Jennie Reilly, Mr. Charles Rose, Dr. Edd Sewell, Mr. Rick Johnson for Dr. Ed Spencer, Mr. Jeff Sutton, Dr. Brian Warren,

Absent: Dr. Lanny Cross, Ms. Jovette Gadson, Mr. Aaron Hill, Dr. Martha Johnson, Mr. Steven Lui, Ms. Heidi Ryan, Mr. Pat Wachendorf, Ms. Alyssa Williams

Guests: Dr. Ben Dixon, Dr. Pat Hyer

#### I. Call to Order

##### A. Comments from the Chair

Mr. Blackburn welcomed the Commission to the meeting and asked them to turn in their votes for the six semi-finalists for the Undergraduate Student Representative to the Board of Visitors position. There will be a special CSA meeting at 3:30 p.m. on February 24 in 219 Squires to interview the semi-finalists and choose three finalists who will appear before the Board of Visitors on March 5.

The February 3 CSA minutes have been electronically approved and forwarded to University Council. The next University Council meeting will be February 21, 2000.

#### II. Approval of Agenda

The agenda was approved as written.

#### III. New Business

##### A. Results of Undergraduate Climate Survey - Dr. Ben Dixon and Dr. Pat Hyer

Dr. Pat Hyer, Associate Provost for Academic Administration, presented the results of the Campus Climate Undergraduate Survey, which was conducted in October 1998. The purpose of the survey was to determine how undergraduate students at Virginia Tech perceive the climate for diversity. Results of the survey were intended to foster university-wide discussions concerning campus climate and to serve as a partial basis

for development of a strategic plan for diversity. The overall conclusion was that there is no single, uniformly perceived climate for diversity at Virginia Tech. Those in the majority tend to perceive a more positive climate and to be less sensitive to negative experiences of others. The students in the minority tend to have a greater awareness of diversity issues, even when the issues do not affect them. After the presentation, Dr. Hyer and Dr. Ben Dixon, Vice President for Multicultural Affairs, answered the Commission's questions regarding the survey and other diversity issues. Dr. Hyer and Dr. Dixon are available to present the survey results to other groups. Contact them if you are interested.

#### IV. Announcements

Mr. Blackburn announced that elections for CSA Chair and Vice Chair will take place on April 20. Anyone interested in the positions should contact him at sblackbu@vt.edu for a list of criteria.

Ms. Kimberly Deguise announced the Graduate Research Symposium on March 27 in Squires Commonwealth Ballroom. The planning committee is seeking judges for the poster competition. If interested, contact Ms. Deguise at kdeguisse@vt.edu.

Dr. Barbara Pendergrass distributed a flyer on the Sexual Assault Summit on March 1, 6:30 - 8:30 p.m. in Owens Banquet Room.

Dr. Ben Dixon announced that Mr. Kip Fulbeck will speak on multi-racial issues on February 23, 7:30 p.m. in the DBHCC auditorium.

Ms. Jennie Reilly announced that her office, Equal Opportunity and Affirmative Action, offers training on the climate issues that affect Virginia Tech.

Ms. Marqueea King announced that the Black Graduate Student Organization is hosting the Ebony Affair: Millennium Evolution of Culture on February 26, 6:30 p.m., Owens Banquet Hall.

#### V. Adjournment

The meeting adjourned at 5:10 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

MINUTES

COMMISSION ON STUDENT AFFAIRS

February 24, 2000

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Ms. Susan Anderson, Ms. Laura Bayless, Mr. Sean Blackburn, Ms. Laetitia Boutemy, Ms. Erica Burroughs, Dr. Lanny Cross, Mr. Richard Affleck for Ms. Kimberly DeGuise, Ms. Carolyn Dixon, Ms. Rachal Emery, Dr. JoAnn Emmel, Mr. Jonathan Davis for Ms. Jovette Gadson, Ms. Monika Gibson for Dr. Martha Johnson, Ms. Abby Patterson, Ms. Marquee King, Mr. Drew Lichtenberger, Mr. Darin Oduyoye, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Ms. Lisa Halleck for Dr. Jennie Reilly, Ms. Heidi Ryan, Dr. Edd Sewell, Dr. Ed Spencer, Mr. Jeff Sutton, Ms. Jeannie Baker for Dr. Brian Warren

Absent: Mr. Jonathan Harmer, Mr. Aaron Hill, Ms. Elaine Humphrey, Mr. Steven Lui, Mr. Aaron McClung, Mr. Charles Rose, Mr. Pat Wachendorf, Ms. Alyssa Williams

I. Call to Order

II. Approval of Agenda

The agenda was approved as written.

III. New Business

A. Selection of Finalists for Undergraduate Representative to the Board of Visitors.

A motion was passed to convene in closed Executive Session for the purpose of selecting the three finalists for the position of Undergraduate Student Representative to the Virginia Tech Board of Visitors. Mr. Blackburn reviewed the procedures for the interviews and selected two members, Ms. Carolyn Dixon and Dr. Ed Spencer, to ask two pre-selected questions of the candidates. Mr. Blackburn asked Mr. Brad Ramsey to keep the time for the candidates' presentations. The following candidates were interviewed and asked the two questions:

Sarah Airey  
Michael Cullen  
Michael Kolejka  
Serena Loo  
Christopher Medley  
Christopher Pechacek

Following the interviews, the Commission voted by secret ballot for the three candidates who would be sent forward to the Selection Committee of the Board of Visitors. The three finalists are: Ms. Sarah Airey, Mr. Michael Kolejka, and Ms. Serena Loo. The Selection Committee will meet

on Sunday, March 5, 2000, to interview these candidates. A motion was passed to move out of closed Executive Session. A motion was passed to approve the vote made during Executive Session.

IV. Adjournment

The meeting adjourned at 4:35 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

MINUTES

COMMISSION ON STUDENT AFFAIRS

March 2, 2000

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Ms. Kathy Templin for Ms. Susan Anderson, Ms. Laura Bayless, Mr. Sean Blackburn, Ms. Laetitia Boutemy, Dr. Lanny Cross, Ms. Kimberly DeGuise, Ms. Carolyn Dixon, Dr. JoAnn Emmel, Mr. Jonathan Harmer, Ms. Elaine Humphrey, Ms. Monika Gibson for Dr. Martha Johnson, Mr. Ken Keane, Ms. Marquee King, Mr. Drew Lichtenberger, Mr. Aaron McClung, Mr. Darin Oduyoye, Dr. Jennie Reilly, Mr. Charles Rose, Ms. Heidi Ryan, Dr. Edd Sewell, Dr. Ed Spencer, Mr. Jeff Sutton, Mr. Pat Wachendorf, Dr. Brian Warren, Ms. Alyssa Williams

Absent: Ms. Erica Burroughs, Ms. Rachal Emery, Ms. Jovette Gadson, Mr. Aaron Hill, Mr. Steven Lui, Dr. Barbara Pendergrass, Mr. Brad Ramsey

Guests: Mr. Jeff Cullen, Mr. Dwight Shelton, Mr. Scott Sink

I. Call to Order

A. Comments from the Chair

Mr. Blackburn announced that the February 17 and 24 CSA minutes have been electronically approved and forwarded to University Council. The next University Council meeting is March 20.

Mr. Blackburn announced that many requests for agenda items have been brought forward recently, and our agendas for the rest of the year are quite full. Therefore, we may have to limit items for the rest of the year.

II. Approval of Agenda

The agenda was approved as written.

III. New Business

A. Introduction of Finalists for Graduate Student Representative to Board of Visitors

Ms. Alyssa Williams announced the three finalists for the position of Graduate Student Representative to the Board of Visitors: 1) Ms. Sybille Klenzendorf, College of Natural Resources; 2) Ms. Stephanie Scheer, College of Human Resources and Education; and 3) Mr. Scott Sink, College of Agriculture and Life Sciences. The three finalists will interview with the Selection Committee of the Board of Visitors on Sunday, March 5.

B. Take Back the Night

Ms. Kathy Templin, Coordinator of Womanspace, announced the eleventh annual "Take Back the Night Rally and March" on Thursday, March 23. The rally will take place at 7:30 p.m. on the Drillfield, followed by a peaceful march through campus and downtown at 8:00 p.m. "Take Back the Night" is a program which protests violence against women and promotes awareness of attitudes, beliefs, and behaviors which perpetuate this violence. Ms. Templin encouraged student organizations to participate.

#### C. Tuition and Fees

Mr. Dwight Shelton, Associate Vice President for Budget and Financial Planning, briefed the commission on the proposed tuition and fees for the 2000-2001 academic year. He reviewed a summary of charges including tuition, technology fee, comprehensive fee, and room and board fees. He also discussed the comparison of 1999-2000 and 2000-2001 annual charges for resident and non-resident undergraduate and graduate students. Mr. Shelton informed the members that the information he was discussing would not be approved by the Virginia Tech Board of Visitors until Monday, March 6, and that this information should not be released until after the Board meeting.

#### D. Annual Review of the University Policies for Student Life

Mr. Jeff Cullen, Director of Judicial Affairs, discussed the process they undertake each year to update "University Policies for Student Life" and distributed copies of the 1999-2000 version. Mr. Cullen also distributed for first reading two proposed changes for next year: 1) Revision of Drug Law Policy and 2) Clarifying When Students Are Subject to Disciplinary Action. Mr. Cullen discussed the proposed changes and encouraged the commission to contact him at [jcullen@vt.edu](mailto:jcullen@vt.edu) or 231-3790 with questions or concerns about the changes. The second reading will occur at the March 23 commission meeting. The most current version of the UPSL can be found on-line at <http://www.judicial.vt.edu/upsl/updfault.htm>.

#### IV. Announcements

Mr. Blackburn announced that the next commission meeting will be on March 23.

If you have someone succeeding you next year, you may bring him or her to an upcoming meeting.

Ms. Elaine Humphrey thanked graduate students for applying for the Board of Visitors Representative position. They had nine applications this year, which is a good number for the graduate student population.

Mr. Aaron McClung announced the SGA sponsored program "An Evening with President Steger" on March 21, 6:00 p.m. in Squires Haymarket Theatre, with a reception to follow in the Jamestown Room.



V. Adjournment

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

MINUTES

COMMISSION ON STUDENT AFFAIRS

March 23, 2000

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Ms. Laura Bayless, Mr. Sean Blackburn, Dr. Dave Ostroth for Dr. Lanny Cross, Ms. Kimberly DeGuise, Ms. Carolyn Dixon, Mr. Stephen Kantz for Ms. Rachal Emery, Dr. JoAnn Emmel, Mr. Jonathan Harmer, Ms. Elaine Humphrey, Ms. Amy Elliott for Mr. Ken Keane, Ms. Melanie Hayden for Ms. Marqueea King, Mr. Drew Lichtenberger, Mr. James Martin, Mr. Aaron McClung, Mr. Darin Oduyoye, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Ms. Heidi Ryan, Dr. Edd Sewell, Dr. Ed Spencer, Mr. Jeff Sutton, Mr. Pat Wachendorf, Dr. Brian Warren, Ms. Alyssa Williams

Absent: Ms. Susan Anderson, Ms. Laetitia Boutemy, Ms. Erica Burroughs, Ms. Jovette Gadson, Dr. Martha Johnson, Mr. Steven Lui, Dr. Jennie Reilly, Mr. Charles Rose

Guests: Ms. Nicki Cantrell, Mr. Jeff Cullen, Ms. Sara Goldman, Mr. Mike Jones, Ms. Nique Lannon

I. Call to Order

A. Comments from the Chair

Mr. Blackburn announced that the March 2 CSA minutes have been electronically approved and forwarded to University Council. The next University Council meeting is April 3.

II. Approval of Agenda

The agenda was approved as written.

III. New Business

A. Emergency Phones on Campus

Mr. Mike Jones, Virginia Tech Police Chief, briefed the commission on the status of emergency phones on campus. The phones are an FM duplexing radio system linked to the Police Station. The emergency phones that are currently located on campus were placed in locations suggested by a committee of faculty, staff, and students. They have received funds for additional phones and plan to install 20-25 new phones in the near future. Anyone with suggestions for where the new phones should be placed may e-mail Mr. Jones at [joneslm@vt.edu](mailto:joneslm@vt.edu).

B. Student Budget Board Presentation

Ms. Alyssa Williams, Coordinator for Student Organization Finance, distributed and discussed four handouts related to the Student Budget Board: 1) Student Budget Board 2000-2001 Appropriation Strategy; 2)

Student Budget Board 2000-2001 Annual Funding Worksheet; 3) Budget Board 2000-2001 Funding Recommendations; and 4) a memo regarding Deficit Account Balances. After reviewing the 2000-2001 funding recommendations, the commission expressed concern that the Undergraduate Honor System was not receiving funds for 2000-2001. Ms. Williams explained that the Honor System currently has a deficit account and under Budget Board regulations their budget requests for next year cannot be considered until this deficit has been rectified. Dr. Dave Ostroth made a motion that CSA defer action on the Honor System's line of the funding recommendation until the Budget Board and the Honor System meet again to consider the contingency request and rectify the deficit; the Budget Board will then bring their recommendation for the Honor System's annual funding to CSA for the normal approval procedure, which will allow the Honor System to appeal the recommendation if all criteria are met. The motion was seconded and approved. Dr. Ed Spencer made a motion to approve the recommendations of the Budget Board with the Honor System item on hold. The motion was seconded and approved.

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

Mr. Blackburn asked for volunteers to serve on the Student Budget Board Appeals Committee. The following people volunteered to serve: Dr. Ed Spencer (chair), Mr. Sean Blackburn, Mr. Jeff Sutton, Mr. Aaron McClung, Dr. JoAnn Emmel, Mr. Jimmy Martin, and Mr. Pat Wachendorf. Mr. Brad Ramsey made a motion to establish a subcommittee to evaluate funding for the Undergraduate Honor System. The motion was seconded and approved. Mr. Ramsey will chair the subcommittee. Dr. Edd Sewell, Ms. Heidi Ryan, Mr. Pat Wachendorf, and Ms. Alyssa Williams volunteered to serve on the subcommittee.

#### IV. Old Business

##### A. Resolution on Annual Review of University Policies for Student Life (2nd Reading)

Mr. Jeff Cullen, Director of Judicial Affairs, presented for second reading two resolutions to change the University Policies for Student Life: 1) Revision of Drug Law Policy and 2) Clarifying When Students Are Subject to Disciplinary Action. Mr. Drew Lichtenberger made a motion to approve both resolutions as written. The motion was seconded and approved. The resolutions will go to University Council for first reading on April 3.

#### V. Announcements

Mr. Jeff Sutton announced the 16th Annual Research Symposium on March 27 in the Commonwealth Ballroom. There will be roundtable discussions throughout the day and Colonel Nancy Jaax will present the keynote address, Lethal Viruses: Ebola & the Hot Zone, at 6:00 p.m.

Mr. Aaron McClung announced that Town Council elections will take place on May 3 and encouraged students, especially those living off-campus, to register to vote. The deadline for registration is April 3.

Ms. Laura Bayless announced the Omicron Delta Kappa panel discussion on leadership on March 30, 7:00-8:00 p.m. in Colonial Hall of Squires. Four

members of the Virginia Tech Class of 1969-Mr. Frank Beamer, Dr. Tom Tillar, Dr. Ray Smoot, and Dr. Joe Meredith-will lead the panel discussion.

Mr. Brad Ramsey asked the Undergraduate Honor System subcommittee to see him briefly after meeting.

Mr. Blackburn introduced the new Residence Hall Federation president, Ms. Nique Lannon.

Mr. Blackburn announced that the next meeting will take place on April 6.

#### VI. Adjournment

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

MINUTES

COMMISSION ON STUDENT AFFAIRS

April 6, 2000

Room 219 Squires Student Center

3:30-5:00 p.m.

Present: Ms. Susan Anderson, Ms. Laura Bayless, Mr. Sean Blackburn, Dr. Lanny Cross, Ms. Kimberly DeGuise, Ms. Carolyn Dixon, Mr. Stephen Kantz for Ms. Rachal Emery, Mr. Ken Keane, Ms. Marquee King, Mr. Drew Lichtenberger, Ms. Kylie Felps for Mr. Aaron McClung, Mr. Darin Oduyoye, Mr. Tom Brown for Dr. Barbara Pendergrass, Mr. Brad Ramsey, Dr. Martha Johnson Reifsnider, Mr. Charles Rose, Ms. Heidi Ryan, Dr. Edd Sewell, Dr. Ed Spencer, Mr. Jeff Sutton, Mr. Pat Wachendorf, Dr. Brian Warren

Absent: Ms. Laetitia Boutemy, Ms. Erica Burroughs, Dr. JoAnn Emmel, Ms. Jovette Gadson, Mr. Jonathan Harmer, Ms. Elaine Humphrey, Mr. Steven Lui, Mr. James Martin, Dr. Jennie Reilly, Ms. Alyssa Williams

Guests: Mr. David Fowler, Dr. Charles Steger

I. Call to Order

A. Comments from the Chair

Mr. Blackburn announced that the March 23 CSA minutes have been electronically approved and forwarded to University Council.

II. Approval of Agenda

The agenda was approved as written.

III. New Business

A. Discussion with New President - Charles Steger

Dr. Charles Steger, President of Virginia Tech, discussed with the commission his plan to meet with various groups and explore issues facing the university. He feels it is very important that we provide a first rate education to all students, regardless of financial status. Virginia Tech will continue to offer the high quality education we now offer. He feels Virginia Tech will be one of the strongest universities in the country and quality is the key to reaching this goal. Dr. Steger answered the commission's questions on the declining graduate enrollment, the role of the Virginia Tech Board of Visitors, the future of distance learning and computer instruction, the Governor's Blue Ribbon Commission on Higher Education's performance agreements with institutions of higher learning, and the size of the undergraduate student body.

B. Review of Changes to GSA Constitution - Jeff Sutton

Mr. Jeff Sutton, President of the Graduate Student Assembly, distributed

for first reading the proposed changes to the GSA constitution. The changes have been accepted by the GSA Delegate Body. Mr. Sutton reviewed the changes with the commission and asked that any questions or suggestions be sent to him via e-mail at [jesutton@vt.edu](mailto:jesutton@vt.edu) before April 20, when the second reading will take place.

#### IV. Old Business

##### A. Committee Reports

###### 1. Student Budget Board Appeals Committee

Dr. Edward Spencer reported that appeal letters have been sent to organizations, and appeal requests are due by 5:00 p.m. on April 10. Dr. Spencer asked to see the committee after the meeting.

###### 2. Honor System Funding Subcommittee

Mr. Brad Ramsey reported that he and Ms. Alyssa Williams are scheduled to meet with Dr. Dave Ostroth and the chief justice of the Honor System. The funding subcommittee will convene after this meeting takes place.

###### 3. Distinguished Speaker Subcommittee

Mr. Ken Keane reported that this subcommittee is inactive and suggested that the commission carry this topic over to Fall Semester.

#### V. Announcements

Mr. Blackburn announced that the next CSA meeting will take place on April 20 and reminded the commission to hold April 27 for an emergency meeting if there is any unfinished business for the year.

Mr. Blackburn asked the new members to introduce themselves. They are: 1) Kylie Felps, SGA president-elect, 2) David Fowler, GSA president-elect, 3) Steve Kantz, new public affairs officer for the Corps of Cadets.

Mr. Blackburn announced that elections for CSA Chair and Vice Chair will take place on April 20. Anyone interested in the positions should see Mr. Blackburn or Mr. Ramsey for more information.

Mr. Charles Rose announced that Gay Awareness Week will take place from Sunday, April 9 through Friday, April 14 with several free events that are open to the public. For a complete list of events, e-mail Mr. Rose at [charles.rose@vt.edu](mailto:charles.rose@vt.edu).

Mr. Jeff Sutton announced that International Week is Friday, April 7 through Sunday, April 16. The Street Fair is scheduled for Saturday, April 8, 11:00 a.m. - 6:00 p.m. For a complete list of events see the International Week web site at <http://fbox.vt.edu:10021/org/ciso/iweek2000/iweek2000.html>.

Ms. Kimberly DeGuise announced that the Thailand Luncheon on Friday, April 7, at Cranwell International Center will be a fundraising event

for Ms. Patcharee "Ann" Hensirisaka, a Virginia Tech graduate student who is being treated for cancer at John Hopkins University. For more information about Ms. Hensirisaka and ongoing fundraising events for her, see <http://quasar.phys.vt.edu/~astalos/Patcharee.htm>.

Ms. Marqueea King announced the student welcome for Dr. Steger on Founders Day, April 28, 7:30 a.m. at the amphitheatre followed by a light breakfast in Hillcrest Hall.

#### VI. Adjournment

The meeting adjourned at 4:25 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

## MINUTES

### COMMISSION ON STUDENT AFFAIRS

April 20, 2000

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Ms. Susan Anderson, Ms. Laura Bayless, Mr. Sean Blackburn, Dr. Dave Ostroth for Dr. Lanny Cross, Mr. Richard Affleck for Ms. Kimberly DeGuise, Ms. Carolyn Dixon, Mr. Stephen Kantz for Ms. Rachal Emery, Dr. JoAnn Emmel, Ms. Ashley Marshall for Ms. Jovette Gadson, Mr. Jonathan Harmer, Ms. Amy Elliott for Mr. Ken Keane, Mr. Drew Lichtenberger, Mr. James Martin, Ms. Kylie Felps for Mr. Aaron McClung, Dr. Barbara Pendergrass, Mr. Charles Rose, Ms. Heidi Ryan, Dr. Edd Sewell, Dr. Ed Spencer, Mr. David Fowler for Mr. Jeff Sutton, Mr. Pat Wachendorf, Ms. Alyssa Williams

Absent: Ms. Laetitia Boutemy, Ms. Erica Burroughs, Ms. Elaine Humphrey, Ms. Marqueea King, Mr. Steven Lui, Mr. Darin Oduyoye, Mr. Brad Ramsey, Dr. Martha Johnson Reifsnider, Dr. Jennie Reilly, Dr. Brian Warren

Guests: Ms. Nique Lannon, Mr. Doug Plante, Ms. Emmy Weber,

#### I. Call to Order

##### A. Comments from the Chair

Mr. Blackburn asked the new commission members to introduce themselves. Mr. Blackburn announced that the April 6 CSA minutes have been electronically approved and forwarded to University Council. He also announced that the CSA resolution regarding changes to the University Policies for Student Life 2000-2001 was passed by University Council on April 17 and will go to the Board of Visitors in June. There will be a special CSA meeting on April 27 to complete unfinished business for the year. Refreshments will be provided.

#### II. Approval of Agenda

Mr. Blackburn made a motion that the agenda be amended to include "Selection of Representative to the Academic Support Committee." The motion was seconded and the agenda was approved with the change.

#### III. Approval of Budget Board Minutes

The minutes of the Student Budget Board were approved as submitted.

#### IV. New Business

##### A. Alcohol Free Activities

Mr. Steve Clarke, Coordinator of Alcohol Prevention Programs, introduced



consultants from Circle Network, Mr. Brandon Busteed and Ms. Jennifer Michaels. Circle Network is working with Mr. Clarke to find student social activities for Thursday, Friday, and Saturday nights to compete with alcohol related activities. This year Virginia Tech spent \$46,000 on this type of activities. Circle Network has met with student focus groups, student leaders, and university officials to get ideas for alcohol-free programming. They distributed a summary report of these ideas. The commission shared their ideas for programming. Circle Network will be back on campus this fall and would like to have continued feedback from the commission. Comments or suggestions may be sent to Mr. Clarke at [sclarke@vt.edu](mailto:sclarke@vt.edu) or to Circle Network at [info@circlenetwork.org](mailto:info@circlenetwork.org).

## B. Student Budget Board Interviews

Ms. Alyssa Williams, Coordinator for Student Organization Finance, explained the Student Budget Board application process. She then introduced Ms. Danielle Poll for appointment to the SBB. There was a motion to approve Ms. Poll's appointment. The motion was seconded and approved. Ms. Williams said they will reopen the application process this fall semester when students return.

## V. Old Business

### A. Review of Changes to GSA Constitution (2nd Reading)

The changes to the GSA Constitution were presented for second reading. There was a motion to approve the changes. The motion was seconded and approved.

### B. Committee Reports

#### 1) Student Budget Board Appeals Committee

Dr. Ed Spencer, chair of the SBB Appeals Committee, reported the committee had one appeal request from LGBTA. After reviewing the request, the appeals committee decided not to send the request forward.

#### 2) Honor System Funding Subcommittee

Dr. Edd Sewell reported that the Honor System Funding Subcommittee met on April 20 to discuss where the Honor System fits into the university structure and how their deficit problem can be solved. The subcommittee is planning to meet again the week of April 24.

## VI. Election of CSA Chair and Vice Chair

Mr. Blackburn discussed the responsibilities of the CSA chair and vice chair, then opened the floor for nominations. Ms. Marquee King was nominated for Chair, seconded and approved. Ms. Kylie Felps was nominated for Vice Chair, seconded and approved. There was a motion to reopen the floor for nominations at the April 27 meeting and hold the elections at that time. The motion was seconded and approved.

## VII. Election of Academic Support Committee Representative

Ms. Laura Bayless, this year's representative to the Academic Support Committee, discussed the responsibilities of the committee. Mr.

Blackburn opened the floor for nominations. There were none, so the floor will be reopened for nominations on April 27 and the election held at that time.

#### VII. Announcements

##### A. Multicultural Awareness Programs (MAPs)

Mr. Doug Plante, a member of the Dean of Students' Multicultural Awareness Program (MAPs), invited the commission to participate in the Celebration of Diversity on August 30 and discussed some of the programs they will be having. For more information, contact their office at [diversity@vt.edu](mailto:diversity@vt.edu).

##### B. Other Announcements

Ms. Susan Anderson announced that a van from Virginia Tech will travel to the Gay/Lesbian Rights March in Washington, DC, on April 30. Anyone interested in boarding the van should contact Ms. Sharon Snow at the Women's Center.

#### VIII. Adjournment

The meeting adjourned at 4:35 p.m.

MINUTES

COMMISSION ON STUDENT AFFAIRS

April 27, 2000

Room 219

Squires Student Center

3:30-5:00 p.m.

Present: Ms. Laura Bayless, Mr. Sean Blackburn, Dr. Dave Ostroth for Dr. Lanny Cross, Mr. David Fowler for Ms. Kimberly DeGuise, Ms. Carolyn Dixon, Dr. JoAnn Emmel, Ms. Ashley Marshall for Ms. Jovette Gadson, Mr. Jonathan Harmer, Ms. Amy Elliott for Mr. Ken Keane, Ms. Marquee King, Mr. Drew Lichtenberger, Mr. James Martin, Ms. Kylie Felps for Mr. Aaron McClung, Mr. Darin Oduyoye, Dr. Barbara Pendergrass, Mr. Brad Ramsey, Ms. Emmy Weber for Mr. Charles Rose, Dr. Edd Sewell, Dr. Ed Spencer, Mr. Jeff Sutton, Mr. Pat Wachendorf, Dr. Brian Warren, Ms. Alyssa Williams

Absent: Ms. Susan Anderson, Ms. Laetitia Boutemy, Ms. Erica Burroughs, Ms. Rachal Emery, Ms. Elaine Humphrey, Mr. Steven Lui, Dr. Martha Johnson Reifsnider, Dr. Jennie Reilly, Ms. Heidi Ryan

Guests: Ms. Sarah Airey

I. Call to Order

A. Comments from the Chair

Mr. Blackburn announced that the April 20 CSA minutes will be sent to commission members for electronic approval in the near future. The last University Council meeting of the semester will be held on May 1.

II. Approval of Agenda

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

III. Old Business

A. Honor System Funding Update by Student Budget Board

Ms. Alyssa Williams, Coordinator for Student Organization Finance, announced that the Honor System contingency went forward and they are no longer operating in the red. The Student Budget Board is currently voting on Honor System funding for the remainder of the semester and they expect it to pass. The SBB met to deliberate on the Honor System budget for next year. After making the necessary cuts, the SBB recommended \$11,685 for next year. There was a motion to approve the new Honor System allocation. The motion was seconded and approved.

1) Honor System Funding Subcommittee Report

Mr. Brad Ramsey reported that the subcommittee is currently working with representatives from the Honor System and the Provost's Office to

determine where the funding for the Honor System should come from. They also need to decide where the Honor System fits into the overall university structure. The subcommittee is progressing, but the issue will carry over to next semester.

#### B. Election of CSA Chair and Vice Chair

Mr. Blackburn explained the election process for CSA chair and vice chair, then opened the floor for nominations for chair. Ms. Marquee King was nominated at the April 20 meeting. Ms. Emmaline Weber was the only other nomination, so the floor was closed. Ms. King and Ms. Weber spoke briefly about their qualifications. Ms. Marquee King was elected by secret ballot vote.

Mr. Blackburn then opened the floor for nominations for vice chair. Ms. Kylie Felps was nominated at the April 20 meeting. Ms. Emmaline Weber was the only other nomination, so the floor was closed. Ms. Felps and Ms. Weber briefly introduced themselves and spoke about their qualifications. Ms. Emmaline Weber was elected by secret ballot vote.

#### C. Election of Academic Support Committee Representative

Ms. Laura Bayless, this year's representative, discussed the responsibilities of the committee. Mr. Blackburn opened the floor for nominations for representative to the Academic Support Committee. Ms. Kylie Felps was the only nomination. Her nomination was approved by acclamation.

#### IV. Announcements

Mr. Blackburn announced that this was the last meeting of the year and thanked the commission for their participation throughout the year. Dr. Ed Spencer thanked Mr. Blackburn, Mr. Ramsey, and Ms. Sanzenbach for their leadership.

Mr. Jeff Sutton announced "Screen on the Green," April 29, 8:00 p.m., on the drillfield. "Star Wars: Episode I: The Phantom Menace" and "The Princess Bride" will be shown.

Ms. Sarah Airey, the new undergraduate student representative to the Board of Visitors, announced the "Student Welcome to the President" to be held on Founders Day, April 28, 8:00-8:45 a.m. in the War Memorial Chapel.

#### V. Adjournment

The meeting adjourned at 4:10 pm.