

# ***Commission on Student Affairs***

September 15, 2005  
3:30-5:30 p.m.  
Brush Mt. B  
Squires Student Center

## **Minutes**

**Present:** Sumeet Bagai, Lindsey Barker, Tapasvi Bhargava, Elizabeth Bieber, Tom Brown, Steve Burrell, Ana Maria Cherrez, Scott Cheatham, Russell Davis, Michelle Dillon, Michael Dunleavy, Ron Forbes, Ginny Fowler, Monika Gibson, Michael Goode, Caryl Gray, Zenobia Hikes, Jennifer Jessie, Jamie Kalista, Jaquisha Kearson, Susie Kim, Erik Kneubuehl, Margaret McQuain, Laura Morgan, Jory Zmuda Ruscio, Karen Eley Sanders, Ed Spencer, Paula Spruill, Devin Weller, Brian Whitaker

**Absent with notice:** Brian Warren

**Absent without notice:** Ron Daniel, David Jones, Gary Kinder, Navin Manjooran, Robert Sebek, Michael Sutphin, Nikeshia Womack

**Visitors:** Brian Marroquin

### **I. Call to Order**

Ms. Jory Zmuda Ruscio, Chair, called the meeting to order at 3:40 p.m.

### **II. Adoption of Agenda**

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

### **III. Welcome and Introductions - Jory Ruscio (Chair)**

Ms. Ruscio welcomed the commission to the first meeting of the year. She asked those present to introduce themselves. She also asked that each person give a topic they would like the commission to address this year. The list of topics will be compiled and distributed to the commission.

### **IV. Orientation to CSA - Ed Spencer**

Dr. Ed Spencer, Associate Vice President for Student Affairs, gave a brief introduction to the commission. CSA is the largest university commission, with 39 members, and the only commission that allows students to serve as chair. He pointed out that business can be handled formally by sending legislation forward to University Council, or informally by

sending information to campus offices, giving the opinion of the commission and how we think things should be handled. Dr. Spencer also discussed the commission's charge and how we can address some of the issues listed in the charge.

#### **V. Expectations – Jory Ruscio & Scott Cheatham (Vice-Chair)**

Ms. Ruscio and Mr. Cheatham discussed their expectations for the meetings. Ms. Ruscio encouraged everyone to attend all meetings or send a substitute. The commission meets on the first and third Thursday of each month at 3:30 p.m. Agenda items must be submitted by the Friday before each meeting. Discussion items may be introduced at the meeting during adoption of agenda, but no resolutions can be introduced at the meeting. Mr. Scott discussed parliamentary procedure and how meetings will be run.

Ms. Ruscio distributed and discussed a list of past CSA agenda items and accomplishments.

#### **VI. Vice President for Student Affairs Introduction - Zenobia Hikes**

Dr. Zenobia Hikes, Vice President for Student Affairs, briefly introduced herself. Her areas of expertise are enrollment management, with a special focus on attracting and retaining African American students at traditionally-white institutions. She also focuses on public relations and secondary education. Dr. Hikes likes to stay at the forefront of student issues and stay connected with the students. She has an open door policy and expects feedback from the students because communication is the key to bringing about change.

#### **VII. Agenda Topics for 2005-2006 (Brainstorming)**

As a follow-up to the earlier discussion of agenda topics for the year, Ms. Ruscio opened the floor for a brainstorming session to discuss which topics are the most important and how they can be addressed this year. The main topics were:

- Diversity on campus—how can we bring about change?
- “Principles of Community” – is it being widely distributed to student organizations and the campus at large?
- Do all student organizations need a faculty advisor?
- The need for more non-alcohol events on campus, and better advertising for those that already exist.

The commission will be forming subcommittees and inviting speakers to address these issues throughout the year.

#### **VIII. Question and Answer Period**

The chair opened the floor for a question and answer period. There was one question related to introducing parking issues. The chair replied that we could address parking issues if needed. It was suggested that any parking legislation be directed to Kurt Krause, who oversees the director for the Office of Transportation.

## **IX. Announcements**

Ms. Ruscio announced that the next commission meeting is October 6. Please send any agenda items to Ms. Ruscio and Mr. Cheatham by September 30.

Mr. Erik Kneubuehl announced that Homecoming Week begins October 3. Homecoming events are available at the following homecoming website: <http://www.vthomecoming.org.vt.edu/>. When the committee starts planning for next year's homecoming court, they plan to hold information sessions about the application process in order to increase diversity on the court.

Ms. Jennifer Jessie announced that she would be sending a survey link to commission members regarding the rising cost of textbooks. She asked that all student organizations forward the survey information to their groups.

Mr. Sumeet Bagai announced that SGA is selling t-shirts for Orange Effect Day at the September 24 football game against Georgia Tech. He also announced that the first Student Body Open Forum would be held on Wednesday, September 21, at 7:30 p.m. in Squires Colonial Hall. The opening topic is The Legal Process and Understanding It Better, followed by a more general open forum to discuss student concerns. Hokies United has reformed to raise money for Hurricane Katrina victims. Their goal is to raise \$250,000 by December 1, and they have several events planned. The kickoff event is Kash for Katrina, a fundraiser at the September 17 football game. Other events are shown at: <http://www.hokiesunited.org.vt.edu/>

Mr. Steve Burrell followed up this announcement by asking for staff volunteers to help with Kash for Katrina at the September 17 football game.

Mr. Brian Marroquin announced that September 15 was the first day of Hispanic-Latino Heritage Month and many events are planned for the upcoming month. The full calendar of events is available in the Multicultural Center in Squires and he encouraged everyone to participate.

Ms. Monika Gibson announced that the Graduate Life Center's open house would be held from 11:00 a.m.-4:00 p.m. on September 16.

Mr. Steve Burrell announced that September 16 was the last day for UCSO, USLP, and RSO student groups to register if they plan to request funding for next year.

Ms. Jory Ruscio announced a speaker series at the Graduate Life Center. Dr. James Whiteman, from the Chemistry Department, was the speaker on September 16 at 4:30 p.m., following the Graduate Life Center's open house.

## **X. Adjournment**

The meeting adjourned at 5:00 p.m.

Respectfully submitted,  
Donna Sanzenbach, Recording Secretary

# **Commission on Student Affairs**

October 6, 2005  
3:30-5:30 p.m.  
Brush Mt. B  
Squires Student Center

## **Minutes**

**Present:** Sumeet Bagai, Lindsey Barker, Tapasvi Bhargava, Elizabeth Bieber, Tom Brown, Steve Burrell, Scott Cheatham, Brian Marroquin for Ana Maria Cherrez, James Tyger for Russell Davis, Michael Dunleavy, Ron Forbes, Ginny Fowler, Monika Gibson, Michael Goode, Zenobia Hikes, Jennifer Jessie, Loren Stanford for David Jones, Jamie Kalista, Jaquisha Kearson, Susie Kim, Navin Manjooran, Laura Morgan, Jory Zmuda Ruscio, Elaine Humphrey for Karen Eley Sanders, Robert Sebek, Ed Spencer, Paula Spruill, Matthew Streeter for Michael Sutphin, Devin Weller, Brian Whitaker, Brandon Eason for Nikeshia Womack

**Absent with notice:** Caryl Gray, Margaret McQuain, Brian Warren

**Absent without notice:** Ron Daniel, Michelle Dillon, Gary Kinder, Erik Kneubuehl

**Visitors:** Doug Frasier, Pat Hyer, Ray Plaza, Jill Pulver

### **I. Call to Order**

Ms. Jory Zmuda Ruscio, Chair, called the meeting to order at 3:30 p.m.

### **II. Adoption of Agenda**

Ms. Ruscio called for adoption of the agenda. Mr. Sumeet Bagai made a motion to add "Presentation on the BOV Selection Process for the Undergraduate Representative" under New Business. The motion was seconded and approved. Ms. Ruscio made a motion to add "Comments from the Chair" after adoption of agenda. The motion was seconded and approved. There was a motion to adopt the agenda as amended. The motion was seconded and approved.

### **III. Comments from the Chair**

Based on discussions from the brainstorming session on September 15, Ms. Ruscio has determined the top five agenda items and the commission will focus on these items this year:

- 1) Integrating *Principles of Community* into the student organizations and campus
- 2) Campus climate
- 3) Alcohol awareness on campus
- 4) University Chartered Student Organization (UCSO) accountability
- 5) Faculty advisors for student organizations

Ms. Ruscio is planning to have presentations on these topics at the next few meetings and then the commission will break into subcommittees to study the issues further.

Ms. Ruscio also announced that she has discussed the parking resolutions from two years ago with Mr. Steve Mouras, Director of Transportation. Several parking resolutions were passed by the commission but were turned down by the Parking and Transportation Committee. Mr. Mouras indicated the resolutions were turned down because they were never formally presented to the Parking and Transportation Committee. The commission decided to invite Mr. Mouras and Mr. Richard McCoy, Parking Manager, to attend a future meeting so the resolutions can be presented to them for review by the Parking and Transportation Committee.

#### **IV. New Business**

- **Proposal from *USA Today*—Jill Pulver**

Ms. Jill Pulver and Mr. Doug Fraser from *USA Today* attended the meeting to discuss The Collegiate Readership Program. *USA Today* and a combination of local, regional and/or national newspapers (chosen for distribution by each college or university) are delivered each weekday morning to displays located on campus. Students may then select one or more of the newspapers daily. The costs for the program vary, depending on how many different papers are delivered each day and the total number of papers consumed. The university is only charged for papers that are picked up. The average cost is \$5-10 per student per year. All newspapers are provided at a discounted educational rate. The readership program is also responsible for recycling the used and unused papers.

The readership program is available at no cost during a four-week pilot program, and the university is under no obligation to sign up if interest in the program is low. Ms. Pulver indicated the pilot program could be put in place before the end of fall semester.

Dr. Ed Spencer said if this program is to go forward we will need strong student support because the expense to the university would be covered by increased student fees.

Following the question and answer period, Dr. Spencer asked the student organizations to discuss the program and costs with their groups. The commission will continue the discussion at the October 20 meeting and decide whether to proceed.

Ms. Pulver thanked the group for allowing them to attend the meeting. More information about the program is available at their website: [www.usatodaycollege.com](http://www.usatodaycollege.com), or questions may be directed to Ms. Pulver at [jpulver@usatoday.com](mailto:jpulver@usatoday.com).

- **University Governance Structure—Pat Hyer**

Dr. Patricia Hyer, Associate Provost, briefed the commission on the University Governance System and how the commission functions within the governance

system. She explained how resolutions are written and sent through the governance system for action. Dr. Hyer stressed that the most important responsibility of each commission is to speak the voice of the constituent group and decide on policy issues for that group.

- **Update on the Selection Process for the BOV Undergraduate Rep – Sumeet Bagai and Jennifer Jessie**

Mr. Sumeet Bagai outlined the changes to the selection process for the undergraduate representative to the Board of Visitors. The changes were approved by the commission last spring, by the Board of Visitors in August, and go into effect this fall. The process will now be handled by a nominating committee comprised mainly of students. Nominations will be taken at the October 20 commission meeting for the seven undergraduate representatives from CSA who will serve on the nominating committee. Elections for these seven representatives will take place at the November 3 commission meeting. Applications for the BOV positions will be available on November 7 and information sessions for applicants are being planned for November 8 and 9. Applications will be due on January 27. Mr. Bagai also outlined the timeline for the nominating committee meetings. Ms. Jennifer Jessie, the current undergraduate representative to the BOV, encouraged everyone to participate in the selection process.

- **VTU Constitution Changes—Elizabeth Bieber**

Ms. Elizabeth Bieber presented the Virginia Tech Union Constitution changes for first reading and outlined the changes. They have two minor changes related to adding officers. Second reading will take place at the October 20 meeting.

- **BOC Constitution Changes—Loren Stanford**

Ms. Loren Stanford presented the Black Organizations Council Constitution changes for first reading and summarized the proposed changes. During the question and answer period, the commission suggested a few grammatical changes. Second reading will take place at the October 20 meeting.

- **SBB Policies & Procedures Changes—Steve Burrell**

Mr. Steve Burrell presented the Student Budget Board Policies and Procedures changes for first reading and summarized the proposed changes. The SBB is a subcommittee of the commission; therefore the commission must approve any changes to their policies and procedures. During the question and answer period, several commission members expressed concern over travel reimbursement limits and Dr. Hikes asked if these limits could be revisited if gas prices continue to rise. Second reading will take place at the October 20 meeting.

- **Principles of Community Handbook—Ray Plaza**

Mr. Ray Plaza distributed and discussed the “Guide for Use, Application and Promotion of the Virginia Tech Principles of Community” which was prepared by the Commission on Equal Opportunity and Diversity. He also distributed bookmarks and postcards showing the Principles. During the question and answer period, a student

asked if framed copies of the Principles were available for UCSOs to hang in their offices. Mr. Plaza responded that he will work with Dr. Hikes' office to make these copies available for all UCSOs. He was also asked how blatant violations of the Principles can be reported. He indicated that policing of the Principles can be accomplished by filing a grievance through the Office of Equal Opportunity. They are still looking into this and will probably need to formulate some policies that will cover specific concerns. They welcome feedback on the best way to proceed with this. Mr. Plaza also responded to how the Principles are being distributed on campus. He pointed out that a copy of the Principles is on the website for the Office of Multicultural Affairs at [www.multicultural.vt.edu](http://www.multicultural.vt.edu).

## **V. Announcements**

Ms. Ruscio announced that the next commission meeting is Thursday, October 20. Agenda items should be submitted to her and Mr. Scott Cheatham by Friday, October 14.

Mr. Scott Cheatham announced that Hokies United will be hosting a 5K race on Sunday, October 9, at the Duckpond. The entry fee is \$10. Check-in is from 12:00-1:15 p.m. The race starts at 1:30 p.m. All proceeds will go to Hokies United for the Katrina fund. Participants and volunteers may sign up at <http://www.hokiesunited.org.vt.edu/>.

Ms. Jennifer Jessie announced that she and Mr. Navin Manjooran are considering a student organization showcase regarding Principles of Community that will allow the organizations to discuss how they plan to contribute to the Principles. This will also give the organizations an opportunity to discuss problems they may be having in regards to the Principles. They will send out additional information about the planning process via e-mail.

Mr. James Tyger announced the Class of 2007 Ring Premiere on Tuesday, October 11, at 7:00 p.m. in Burruss Auditorium, followed by fireworks on the drillfield.

Mr. Ron Forbes announced that RHF will hold Casino Night on October 15 from 8:00 p.m.-midnight in Commonwealth Ballroom, Squires. Proceeds will go to Hurricane Katrina relief and Hokies United.

Mr. Steve Burrell announced several homecoming events: a pep rally will be held on October 6 at 9:00 p.m. on Alumni Lawn; the Mikes Jones concert will take place on October 6 at 7:00 in Burruss Auditorium; the NPHC step show will be held on October 7 at 7:00 p.m. in Burruss Auditorium; the parade will be held on October 8 at 9:00 a.m. in downtown Blacksburg.

Ms. Susie Kim announced that AASU will hold its 14<sup>th</sup> annual Culture Show on October 14 at 7:00 p.m. in Burruss Auditorium.

## **VI. Adjournment**

The meeting adjourned at 5:10 p.m.

Respectfully submitted,  
Donna Sanzenbach, Recording Secretary

## ***Commission on Student Affairs***

October 20, 2005  
3:30-5:30 p.m.  
Brush Mt. B  
Squires Student Center

### **Minutes**

**Present:** Tapasvi Bhargava, Elizabeth Bieber, Tom Brown, Steve Burrell, Brandon Easton, Ron Forbes, Ginny Fowler, Monika Gibson, Michael Goode, Zenobia Hikes, Jennifer Jessie, David Jones, Jamie Kalista, Jaquisha Kearson, Susie Kim, Erik Kneubuehl, Navin Manjooran, Brian Marroquin, Margaret McQuain, Laura Morgan, Jory Zmuda Ruscio, Elaine Humphrey for Karen Sanders, Robert Sebek, Ed Spencer, Paula Spruill, Matt Streeter, James Tyger

**Absent with Notice:** Sumeet Bagai, Linsey Barker, Scott Cheatham, Caryl Gray, Brian Warren, Brian Whitaker

**Absent without Notice:** Ron Daniel, Michelle Dillon, Michael Dunleavy, Gary Kinder, Devin Weller

**Guests:** Steve Clarke, Kay Heidbreder, Noah Lichtig, Ginny Martin, Ben Poquette

#### **I. Call to Order**

Ms. Jory Zmuda Ruscio, Chair, called the meeting to order at 3:30 p.m. Ms. Ruscio announced that Mr. Scott Cheatham, Vice Chair, was absent and asked for a volunteer to serve as Vice Chair during the meeting. Mr. Ron Forbes volunteered.

#### **II. Adoption of Agenda**

Ms. Ruscio called for adoption of the agenda. Mr. David Jones made a motion to table the second reading of the Black Organization Council constitution changes until the November 3 meeting. The motion was seconded and approved. There was a motion to adopt the agenda as amended. The motion was seconded and approved.

#### **III. Chair Report**

Ms. Ruscio indicated she had nothing to report.



#### **IV. New Business**

##### **• Student Organization Status**

Ms. Kay Heidbreder, Associate General Counsel, discussed the issue of advisors for student organizations. This issue dates back to the “U-Haul Case” at the University of Virginia in the 1980s. A UVA fraternity rented a U-Haul truck and ordered several pledges into the back of the truck and took them on a road trip. There was a lot of drinking, an accident occurred during the trip, and several of the pledges were seriously injured. A lawsuit was filed against the, fraternity, the president of the fraternity (because he had rented the U-Haul), and the university. The case went to a jury trial, and the jury had to determine whether the university was liable because the fraternity had rented the U-Haul truck. The case was settled, but the jury would have ruled that the university was liable even though they had no knowledge that the fraternity was planning to rent the truck. The key to this decision was the fact that UVA required advisors, and the advisors should have been able to control the actions of the fraternity.

As a result of the “U-Haul Case,” most colleges and universities in the state reevaluated their policies for student organizations. Virginia Tech developed a study committee to review the relationship between the university and its student organizations on campus. The study committee recommended three categories of student organizations: 1) University Student Life Programs (USLP)--programs that are part of the university, such as the Honor System. These organizations are treated the same as any department on campus in terms of university responsibility for their actions. 2) University Chartered Student Organizations (UCSO)—these have a close university connection but are not technically part of the university. The university has an oversight responsibility for their actions. 3) Registered Student Organizations (RSO)—most student organizations are RSOs. The RSOs must register with the university each year and the registration form is a type of contract that outlines their relationship with the university. For example, they are not part of the university and the university does not control the organization, however the organization still gets certain benefits by being affiliated with the university.

It was also the recommendation of the study committee that faculty advisors would not be required for student organizations. The Board of Visitors adopted a resolution that established the three-tiered scheme of student organizations and determined that mandatory faculty advisors would not be required. The student organizations may choose to select an advisor, but it is not mandatory. Ms. Heidbreder concluded her presentation with a question and answer period.

##### **• College Alcohol Abuse Prevention Center**

Mr. Steve Clarke, Director of the College Alcohol Abuse Prevention Center, gave a brief overview of his program and some activities they are engaged in. The program began in 1999 after a series of student deaths on campus in 1997 and 1998. The center was originally housed in the office of Vice President for Student Affairs but have since relocated to McComas Hall as a department in

the Schiffert Health Center. The center's mission is to educate students so they can make informed decisions about alcohol consumption. The center's main goal and charge from the university is to reduce high-risk drinking. The center's education efforts include: providing presentations in classes and to other groups on campus; creating and producing brochures; coordinating specific projects on community issues; coordinating designated driver programs; and promoting drinking moderation in order to reduce harm associated with the use of alcoholic beverages.

The Center currently has three funded projects. The National Institute on Alcohol Abuse & Alcoholism is funding two of these projects: 1) the center is working with fraternities to study how environmental factors might affect alcohol consumption and 2) they are collecting information about alcohol consumption at tailgate parties on campus. The third project is funded by the Department of Education. This project is an intervention program to address drinking on 21<sup>st</sup> birthdays among students.

Mr. Clarke gave a presentation to the University Athletic Committee on October 19 and shared information collected on tailgate parties. An area of concern is the commuter lot behind Derring Hall. This parking lot has become a tailgating area for students even though this lot is not designated as an ABC area. The opposing fans and the public park in this area as well, and it's the first impression many of these people get of the university. Over 50 complaints have been reported in this parking lot and the Athletics Committee asked him to address this problem right away. Mr. Clarke will be contacting the students on the commission for their input on how to address this situation.

Mr. Clarke concluded his presentation with a question and answer period. He also distributed handouts on a student leisure time survey and the results of the CIRCLE Network study conducted in 2000.

## **V. Old Business**

### **• Undergraduate BOV Selection Committee Nominations**

Ms. Jennifer Jessie, the Undergraduate Representative to the BOV, announced that the Undergraduate BOV Selection Committee will be meeting soon and they need seven undergraduate student members from CSA to serve on this committee. The selection committee will meet on Thursdays. They will review the applications, decide on the interview questions, interview the top six candidates, and choose the top three candidates who will interview with the BOV. The floor was opened for nominations, and the following people were nominated: James Tyger, Scott Cheatham, David Jones, Michael Goode, Brandon Eason, Paula Spruill, Susie Kim, Brian Marroquin, and Matt Streeter.

Ms. Ruscio indicated that nominations will remain open until the next meeting on November 3. Nominations may be e-mailed to Ms. Ruscio at [jzmuda@vt.edu](mailto:jzmuda@vt.edu) until the next meeting. Elections for the seven committee members will take place at the November 3 meeting. It was pointed out that anyone planning to apply for the BOV undergraduate position should not serve

on the selection committee. Ms. Jessie invited people to contact her at [jjessie@vt.edu](mailto:jjessie@vt.edu) with any questions about the undergraduate BOV position.

• **VTU Constitution Change – 2<sup>nd</sup> Reading –**

Ms. Elizabeth Bieber presented the Virginia Tech Union constitution changes for second reading. There was a motion to approve the constitution changes. The motion was seconded and approved.

• **BOC Constitution Change – 2<sup>nd</sup> Reading**

The second reading of the Black Organizations Council constitution changes has been tabled until the November 3 meeting.

• **SBB Policies & Procedures Changes – 2<sup>nd</sup> Reading**

Mr. Steve Burrell presented the Student Budget Board policies and procedures changes for second reading. Mr. Burrell indicated that some questions came up at the first reading in regard to funding decisions. The budget board is still studying these issues, and they will be addressed by the time the funding process takes place in March. There was a motion to approve the changes to the policies and procedures. The motion was seconded and approved.

• **USA Today Readership Program**

Ms. Ruscio opened the floor for discussion of the USA Today Readership Program, which was introduced at the October 6 meeting. If implemented, the program would increase student fees by \$5-10 per student per year. The student representatives were asked to discuss the program with their organizations and report back with comments and level of interest. Most student representatives reported that while their organizations felt it was a good program, they weren't interested in seeing their student fees increased to cover the cost. As an alternative, several expressed interest in reduced rates for students for on-line subscriptions to newspapers. Mr. Robert Sebek reported that the library already has on-line subscriptions for hundreds of newspapers and they are available for students, faculty, and staff. The papers are available at: <http://www.lib.vt.edu/find/news/index.htm>.

Dr. Ed Spencer, who has served as the contact with USA Today, thanked the group for their input and ideas. He will contact USA Today and let them know we won't go forward with the readership program because we didn't have strong student support for the program.

**VI. Announcements**

Ms. Jory Ruscio announced that the next CSA meeting will be held on November 3. Agenda items for this meeting will be due by Friday, October 28. She thanked Mr. Forbes for sitting in as vice chair for the day.

Mr. Steve Burrell announced that as of Tuesday, October 18, a total of 557 student organizations had registered with Student Activities. The breakdown is: 16 UCSOs; 29 USLPs; 512 RSOs—414 of which listed advisors on their registration form, leaving only 98 without advisors. This is a much higher number of advisors than normal.

Ms. Jaquisha Kearson asked that anyone attending the Boston College football game on October 27 to please bring school supplies for Iraqi children. The Corps will be collecting these supplies at the game.

Mr. Navin Manjooran announced that the commission could disregard an e-mail he sent the previous day regarding a forum to discuss campus climate and diversity. The forum will be rescheduled and he will be in touch with the new date.

Mr. Tapasvi Bhargava announced that the Dance of Nations would be held on October 31 at 6:30 p.m. in Commonwealth Ballroom, Squires.

Mr. James Tyger announced that the Miami football game on November 5 will be the Maroon Effect game and he encouraged everyone to wear their Maroon Effect t-shirts.

Mr. Steve Burrell introduced Ms. Ginny Martin, Chair of the SGA Budget Board, and Mr. Noah Lichtig, Vice Chair of the Student Budget Board. Mr. Patrick Washington, Chair of the GSA Budget Board, was unable to attend. You may contact them with questions about the budget board. Mr. Burrell also announced that annual funding workshops will start on October 31.

Dr. Zenobia Hikes invited all student representatives and their organizations to attend the University Life Roundtable on October 24, 6:30 p.m. in Owens Banquet Hall.

Mr. Erik Kneubuehl announced that twelve positions on the Homecoming Board will be opening up in November. Applications are available on the Homecoming website at: <http://www.vthomecoming.org.vt.edu/Docs/boardapp.pdf>.

Mr. Navin Manjooran and Ms. Jory Ruscio announced that Dr. Jorge Cham would present "The Power of Procrastination" at the Graduate Life Center's Speaker Series on Friday, October 28, 5:00 p.m. in the GLC Auditorium. Coffee and refreshments will be available at 4:00 p.m. and a book signing will follow at 6:00 p.m. Mr. Manjooran also introduced Mr. Ben Poquette, editor in chief of the *Journal of Undergraduate Materials Research*. This book is the first journal that features undergraduate research writings. The Fall 2005 issue is the inaugural issue.

## **VII. Adjournment**

The meeting adjourned at 4:57 p.m.

Respectfully submitted,  
Donna Sanzenbach, Recording Secretary

# Commission on Student Affairs

November 3, 2005

3:30-5:30 p.m.

Brush Mt. B

Squires Student Center

## Minutes

**Present:** Linsey Barker, Bhavik Shah for Tapasvi Bhargava, Elizabeth Bieber, Tom Brown, Scott Cheatham, Michelle Dillon, Brandon Eason, Ron Forbes, Gena Chandler for Ginny Fowler, Monika Gibson, Michael Goode, Zenobia Hikes, Jennifer Jessie, David Jones, Jamie Kalista, Jaquisha Kearson, Susie Kim, Navin Manjooran, Brian Marroquin, Jory Zmuda Ruscio, Karen Sanders, Robert Sebek, Ed Spencer, Paula Spruill, Matt Streeter, James Tyger, Devin Weller, Brian Whitaker

**Absent with Notice:** Steve Burrell, Michael Dunleavy, Caryl Gray, Erik Kneubuehl, Margaret McQuain, Laura Morgan, Brian Warren

**Absent without Notice:** Sumeet Bagai, Ron Daniel, Gary Kinder

### I. Call to Order

Ms. Jory Zmuda Ruscio, Chair, called the meeting to order at 3:36 p.m.

### II. Adoption of Agenda

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

### III. Chair Report

Ms. Ruscio indicated she had nothing to report.

### IV. Tabled items

- **BOC Constitution Changes - 2nd Reading - David Jones**

Mr. David Jones made a motion to move the tabled item, Black Organization Council Constitution Changes, back to the floor for action. The motion was seconded and approved. Mr. Jones then presented the constitution changes for 2<sup>nd</sup> reading, and distributed a handout on the major changes. Following a brief question and answer period, there was a motion to approve the changes. The motion was seconded and approved.

## V. Old Business

- **Undergraduate BOV Selection Committee Vote**

Ms. Ruscio announced that nominations for the seven undergraduate members from CSA who will serve on the BOV Undergraduate Selection Committee were closed on Tuesday, November 1, and the ballot sheet was included in the agenda packet. Those included on the ballot were: Scott Cheatham, Ron Forbes (who withdrew after the ballots were printed), Michael Goode, David Jones, Susie Kim, Brian Marroquin, Matt Streeter, and James Tyger. There was a motion to open the floor for further nominations. The motion was seconded and approved. The following people were nominated: Ron Forbes, Bhavik Shah, Michelle Dillon, Brandon Eason, Paula Spruill. All accepted the nomination.

The commission discussed the procedure for selecting the seven members of the selection committee, now that new people had been added to the ballot. The original nominees were asked to submit written materials about their qualifications for the position and their reason for wanting to serve. The commission received this information prior to the meeting. The new candidates would not have an opportunity to submit this information since the vote was scheduled to take place immediately. There was a motion to ask all candidates to step out of the room, come back into the room alphabetically one by one, make a one minute speech, and then the vote would be taken after all speeches were heard. There was a friendly amendment to the motion: rather than a one minute speech, when the candidates leave the room, the commission will develop a question that will be asked of each candidate and they will be given one minute to respond when they return to the room. The candidates will remain in the room after they answer the question. The motion was seconded and approved.

The candidates left the room and those remaining discussed the question to be asked of each candidate. There was a motion to ask the following question: As you interview applicants for the undergraduate representative to the Board of Visitors, what qualities will you be looking for? The motion was seconded and approved. The group then discussed other possible voting procedures, and asked the candidates to return to the room so this discussion could be continued. The candidates had also discussed the voting procedures while they were out of the room, and had the following proposal: the candidates who were nominated at the meeting would withdraw so the vote could take place immediately. Ron Forbes, Michelle Dillon, Brandon Eason, and Paula Spruill withdrew from the nominations. Bhavik Shah wished to remain a candidate.

There was a motion to allow Mr. Shah to speak to the commission about why he wants to serve on the committee, and the vote would take place following his speech. The motion was seconded and approved.

Mr. Shah was then asked to introduce himself and discuss his reasons for wanting to serve on the selection committee. Following his speech, the commission voted by secret ballot for the seven people who will serve on the committee. Those selected are: Scott Cheatham, Michael Goode, David Jones, Susie Kim, Brian Marroquin, Bhavik Shah, and Matt Streeter.

The process for choosing the selection committee next year will be discussed at the next CSA meeting.

## **VI. New Business**

- **Formation of Committees**

Ms. Ruscio distributed a list of CSA committees and asked for volunteers to serve on the committees. The following people volunteered at the meeting. Volunteers will still be accepted by Ms. Ruscio via e-mail ([jzmuda@vt.edu](mailto:jzmuda@vt.edu)).

### **Campus Climate, Principles of Community**

Lindsey Barker  
Tom Brown  
Ron Forbes  
Michael Goode  
Jamie Kalista  
Jaquisha Kearson  
Susie Kim  
Navin Manjooran  
Bhavik Shah  
Matt Streeter  
James Tyger

### **Faculty Advisors**

Elizabeth Bieber  
Steve Burrell  
Monika Gibson  
Brian Marroquin  
Robert Sebek

### **Alcohol related issues**

No volunteers

### **Recreation**

Ed Spencer  
Paula Spruill  
Brian Whitaker

### **Parking & Traffic**

Brandon  
David Jones

## **VII. Announcements**

Ms. Ruscio announced that the next meeting will be held on November 17. Agenda items should be submitted to Ms. Ruscio and Mr. Cheatham no later than 5:00 p.m. on November 11. She reminded the student members that they were invited to breakfast with the Student Affairs Committee of the Board of Visitors on Monday, November 7.

Ms. Elizabeth Bieber made the following VTU announcements: Pat Green concert at 8:00 p.m. on November 10 in Burruss Auditorium; Moscow Boys Choir at 7:30 p.m. on November 15 in Burruss Auditorium.

Mr. James Tyger announced that the Miami football game on November 5 would be the Maroon Effect game and encouraged everyone to wear their maroon t-shirts to the game. He announced that the deadline for absentee ballots for the November 8 election was November 3. Anyone wanting help with an off-campus lease can speak with Student Legal Services at 8:00 p.m. on November 8 in Brush Mt. A, Squires. University administrators will be speaking to students and others about the University Master Plan at 7:30 p.m. on November 9 in Colonial Hall, Squires.

Mr. Tom Brown announced that the Campus Climate Checkup will be held at 5:45 p.m. on November 14 in Commonwealth Ballroom, Squires.

Dr. Ed Spencer announced that two or three Oak Lane houses will be made available for groups wanting to live together. Applications are due on Friday, November 18.

Dr. Zenobia Hikes encouraged student organizations to come early to the Miami game to avoid congestion at the gates. Hokie fans should come early to participate in The Walk with the football team, Hightie Tights, and cheerleaders at 5:30 p.m. on Spring Road.

Ms. Jennifer Jessie announced that the Board of Visitors would meet on November 6 and 7. She and Navin Manjooran will give their constituency reports at the meeting. She encouraged students to contact her or Mr. Manjooran if they have any issues that should be shared with the Board.

Ms. Jory Ruscio announced that Dr. Zenobia Hikes would be the speaker at the Graduate Life Center Speaker Series at 4:30 p.m. on November 11 in Room F, Graduate Life Center. The title of the presentation is "Living your Life with Purpose and Passion." Refreshments will be served at 4:15 p.m.

Ms. Jaquisha Kearson announced that the Corps of Cadets will be traveling to Mississippi during Thanksgiving Break to help with rebuilding efforts for Hurricane Katrina victims. Others are welcome to join the group.

## **VIII. Adjournment**

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Donna Sanzenbach, Recording Secretary



## **Commission on Student Affairs**

**November 17, 2005**

**3:30-5:30 p.m.**

**Brush Mt. B**

**Squires Student Center**

### **Minutes**

**Present:** Sumeet Bagai, Linsey Barker, Bhavik Shah for Tapasvi Bhargava, Elizabeth Bieber, Tom Brown, Steve Burrell, Scott Cheatham, Ron Daniel, Jen McDonald for Michael Dunleavy, Brandon Eason, Ginney Fowler, Erika Golart for Monika Gibson, Michael Goode, Zenobia Hikes, Jennifer Jessie, Jamie Kalista, Jaquisha Kearson, Susie Kim, Erik Kneubuehl, Navin Manjooran, Brian Marroquin, Margaret McQuain, Laura Morgan, Jory Zmuda Ruscio, Sarah Saxton, Robert Sebek, Ed Spencer, Paula Spruill, Matt Streeter, James Tyger, Brian Whitaker

**Absent with Notice:** Karen Sanders, Brian Warren

**Absent without Notice:** Michelle Dillon, Ron Forbes, Caryl Gray, David Jones, Gary Kinder, Devin Weller

**Guests:** Chris Laffoon, Kate Payne, Kristina Perry, Steve Schneiter

#### **I. Call to Order**

Ms. Jory Zmuda Ruscio, Chair, called the meeting to order at 3:33 p.m.

#### **II. Adoption of Agenda**

Ms. Ruscio called for adoption of the agenda. She announced that Mr. Tapasvi Bhargava, president of Council of International Student Organizations, had informed her that the CISO constitution changes were not ready, and that agenda item will be tabled until the next meeting. There was a motion to adopt the agenda as amended. The motion was seconded and approved.

#### **III. Chair Report**

Ms. Ruscio announced that she still needed two volunteers to switch from the Campus Climate Committee to another committee. She will randomly select two people to switch if no one volunteers. She asked that anyone who hasn't signed up for a committee to please contact her via e-mail to volunteer. Committees will be given the opportunity to meet as groups at future commission meetings. She asked that committees plan to give reports at the following CSA meetings: Campus Climate and Alcohol Related Issues--February 2; Faculty Advisors, Recreation, and Parking & Traffic--February 16.

#### **IV. New Business**

- **Evaluation of SGA Election Procedures—Steve Schneider and Kristina Perry**

Mr. Steve Schneider said he and Ms. Kristina Perry were attending at the commission's request because CSA received a complaint last year of alleged unfairness in the SGA election process. CSA asked the SGA Judicial Branch to review its election rules and report back during fall semester. The complaint last year cited problems with: 1) the hearing process, specifically the training for people involved in that process; 2) the election procedures appearing to favor SGA insiders; 3) the use of Virginia Tech images for campaign materials; and 4) advertising the debate and other events. Mr. Schneider distributed a copy of the SGA Judicial Branch 2006-2007 Elections Rules and asked Ms. Perry, Chief Justice of the Judicial Branch, to discuss how the rules have been updated to address these complaints and to ensure the election system is fair. Mr. Schneider indicated they were attending only to make a report, and no vote on the rules was to be taken. They addressed the commission's questions and concerns during the question and answer period. Mr. Schneider indicated they are still open to suggestions, and invited the commission to contact them with any suggestions.

- **BranchOut - Erik Kneubuehl, Kate Payne, Chris Laffoon**

Ms. Kate Payne gave a presentation on the BranchOut program. The program is a computer based survey tool that matches students and organizations based on student interests. They are hoping to present this information at Orientation so freshmen can be thinking about joining organizations before they even arrive on campus. The program is free to student organizations and students. Mr. Chris Laffoon gave a computer demonstration of the process for creating a student organization's entry into the BranchOut website. He also demonstrated the student survey that will help determine what organizations students would be interested in. They currently have around 150 student organizations registered. The BranchOut website is: [www.branchoutvt.com](http://www.branchoutvt.com). This program has been designed by students and they are hoping it might be marketed to other schools in the future. The presentation concluded with a question and answer period.

- **CISO Constitution Change - 1st Reading - Tapasvi Bhargava**

Tabled until December 1 meeting.

#### **V. Old Business**

- **Undergraduate Representative to the BOV Selection Committee Procedure**

As a follow-up to the November 3 meeting, Ms. Ruscio opened the floor for a discussion of the process for choosing the nominating committee for the BOV undergraduate representative. Mr. Scott Cheatham and Mr. James Tyger presented "Resolution Clarifying the Undergraduate Representative to the Board of Visitors Nominating Committee Selection Process" for first reading. The floor

was then opened for a question and answer period. During the discussion period, Ms. Jessie brought up a possible discrepancy in last year's resolution about the nominating committee. She noted that a friendly amendment made during the second reading was not incorporated into the final resolution. The recording secretary was asked to check on this. At the conclusion of the discussion period, it was pointed out that the BOV approved the nominating committee for this year only, and plan to review the selection process in June. Therefore, passing the resolution would be premature until we know the nominating committee will continue in future years. There was a motion to table the resolution until the end of the semester. The motion was seconded and approved.

## **VI. Announcements**

Ms. Ruscio announced that the next CSA meeting will be held on December 1. Agenda items are due by Monday, November 28.

Mr. Erik Kneubuehl thanked everyone for spreading the word about the Homecoming Board. They had the most diverse applicant pool they've ever had. Interviews will be held on Sunday, November 27, and the Board members will be announced the following week.

Dr. Zenobia Hikes asked that we not lose sight of two things that have happened in the last two weeks: 1) The apparent murder of a student. She asked that anyone with information for the investigation to please contact the police. 2) We have had a number of race motivated incidents on campus. This is unacceptable and as a campus community we should do all we can to discourage people from being intolerant of others.

Mr. Sumeet Bagai followed up Dr. Hikes' comments by announcing a "Not at Virginia Tech Campaign" that will focus on these types of problems. The group will meet at noon on November 18 on the 3<sup>rd</sup> floor of Squires, and he encouraged everyone to attend. He also announced that administrators have challenged them to develop an effective manner of getting information to all students on campus. They are working on an electronic portal that all students will be able to access. They will have a general planning meeting on November 17 at 5:30 in 341/345 Squires. Mr. Bagai also thanked everyone for their support of Hokies United this fall. They have nearly crossed the \$100,000 mark in their fundraising efforts.

Mr. Matt Streeter announced that LGBTA is having a bracelet campaign to promote tolerance and a safer environment for LGBTA students on campus. Bracelets may be purchased for \$2.00 at the LGBTA office. Any group interested in selling the bracelets to their organization should e-mail him for more information.

## **VII. Adjournment**

The meeting adjourned at 4:56 p.m.

# Commission on Student Affairs

December 1, 2005

3:30-5:30 p.m.

Brush Mt. B

Squires Student Center

## Minutes

**Present:** Sumeet Bagai, Tapasvi Bhargava, Elizabeth Bieber, Tom Brown, Steve Burrell, Scott Cheatham, Ron Daniel, Michelle Dillon, Michael Dunleavy, Brandon Eason, Ron Forbes, Ginney Fowler, Monika Gibson, Michael Goode, Zenobia Hikes, Jennifer Jessie, David Jones, Jamie Kalista, Jaquisha Kearson, Susie Kim, Erik Kneubuehl, Navin Manjooran, Margaret McQuain, Jory Zmuda Ruscio, Karen Sanders, Sarah Saxton, Robert Sebek, Ed Spencer, Paula Spruill, Matt Streeter, James Tyger, Devin Weller

**Absent with Notice:** Linsey Barker, Caryl Gray, Laura Morgan, Brian Warren, Brian Whitaker

**Absent without Notice:** Gary Kinder, Brian Marroquin

### I. Call to Order

Ms. Jory Zmuda Ruscio, Chair, called the meeting to order at 3:34 p.m.

### II. Adoption of Agenda

Ms. Ruscio called for adoption of the agenda. Mr. Scott Cheatham made a motion to move the tabled item "Resolution Clarifying the Undergraduate Representative to the Board of Visitors Nominating Committee Selection Process" back to the floor under Old Business. The motion died. There was a motion to adopt the agenda as written. The motion was seconded and approved.

### III. Chair Report

Ms. Ruscio reported that she sent information to the commission via e-mail regarding the friendly amendment that was made to the resolution about the BOV Undergraduate Nominating Committee at the April 21, 2005, CSA meeting. She opened the floor for questions. There were none, and the discussion will continue at a later date.

### IV. New Business

- BSA Constitution Changes - 1st Reading - Michael Goode

Mr. Michael Goode presented the Black Student Alliance Constitution Changes for first reading and outlined the changes. The changes are minor and relate to the

duties of some of their officers. There were no questions. Second reading will take place in January.

## **V. Old Business**

- Sub-Committee Meetings

The sub-committees broke up into group meetings to discuss plans for next semester. Ms. Ruscio reconvened the full meeting at the conclusion of the sub-committee meetings.

## **VI. Tabled Items**

- Resolution Clarifying the Undergraduate Representative to the Board of Visitors Nominating Committee Selection Process
- Council on International Student Organization Constitution Changes—1<sup>st</sup> Reading

## **VII. Announcements**

Ms. Ruscio announced that the next CSA meeting will be held on January 19. The deadline for agenda items is the first day back from break on January 17.

Ms. Elizabeth Bieber announced that VTU will host its annual Winterfest on Saturday, February 25, 2006, from 12:00 to 5:00 p.m. in Squires. She asked student organizations to contact them at [vtuse@vt.edu](mailto:vtuse@vt.edu) if they were interested in participating in the event.

Mr. Michael Goode announced that applications for the undergraduate representative to the Board of Visitors are now available. Information sessions are scheduled at 6:30 p.m. on the following days: December 1 in 219 Squires; January 18 in 342 Squires; and January 19 in 345 Squires. The application deadline is January 27. Ms. Jennifer Jessie indicated that anyone who can't attend the information sessions may contact her for more information about the position.

Mr. James Tyger announced that class rings for juniors will go on sale December 2. Information about the Ring Dance will be distributed at the next CSA meeting. He also announced that Mr. Scott Cheatham has been elected president of the Interfraternity Council for next year.

Mr. Navin Manjoran announced that information about the application process for graduate representative to the Board of Visitors has been sent out to all departments. The application deadline is January 30. More details on the timeline will be presented at the next CSA meeting.

Mr. Matt Streeter announced the Safe Zone Reception at 5:30 p.m. on December 1 in Commonwealth Ballroom, Squires. Club Red Ribbon will be held at 9:00 p.m. on December 2 in Commonwealth Ballroom.

Mr. Steve Burrell reminded the organizations who attended the annual funding workshops that their budgets are due on Friday, January 27. He encouraged any groups with questions to contact him before they submit the budgets.

Mr. Sumeet Bagai announced that there would be a send-off for the football team as they leave for the ACC championship game. The send-off is at 11:45 a.m. on December 2.

Ms. Ruscio announced that sub-committees were welcome to stay after the meeting to continue their discussions.

#### **VIII. Adjournment**

The meeting adjourned at 4:03 p.m.

Respectfully submitted,

Donna Sanzenbach, Recording Secretary

# **Commission on Student Affairs**

February 2, 2006  
3:30-5:30 p.m.  
Brush Mt. B  
Squires Student Center

## **Minutes**

**Present:** Sumeet Bagai, Linsey Barker, Elizabeth Bieber, Tom Brown, Steve Burrell, Scott Cheatham, Michael Dunleavy, , Ginney Fowler, Michael Goode, Caryl Gray, Megan Horan, Jennifer Jessie, David Jones, Jamie Kalista, Jaquisha Kearson, Susie Kim, Brian Marroquin, Margaret McQuain, Laura Morgan, Jory Ruscio, Greg Sagstetter, Robert Sebek, Bhavik Shah, Ed Spencer, Matt Streeter, James Tyger, Brian Warren

**Absent with Notice:** Monika Gibson, Zenobia Hikes, Navin Manjooran, Karen Sanders

**Absent without Notice:** Ron Daniel, Brandon Eason, Ron Forbes, Gary Kinder, Erik Kneubuehl, Sarah Saxton, Devin Weller, Brian Whitaker

### **I. Call to Order**

Ms. Jory Ruscio, Chair, called the meeting to order at 3:35 p.m.

### **II. Adoption of Agenda**

Ms. Ruscio called for adoption of the agenda. Mr. Michael Good requested that second reading of BSA Constitution Changes be given after the Chair Report. Mr. Scott Cheatham requested that a discussion of the removal of the HESA program be added under new business. There was a motion to approve the changes and adopt the agenda as amended. The motion was seconded and approved.

### **III. Chair Report**

Ms. Ruscio indicated that she had nothing to report.

### **IV. BSA Constitution Changes—2<sup>nd</sup> Reading**

Mr. Michael Goode presented the Black Student Alliance Constitution Changes for second reading and outlined the changes. Following a brief question and answer period, there was a motion to adopt the changes. The motion was seconded and approved.

### **V. New Business**

- **Meeting March 16<sup>th</sup> → March 23<sup>rd</sup>**

Ms. Ruscio announced that the commission meeting scheduled for March 16 has been moved to March 23, so that the annual presentation on Tuition & Fees could be given just prior to the March Board of Visitors meeting.

- **Course Withdrawal Date**

Ms. Margaret McQuain introduced the topic of course withdrawal dates. She indicated that she and others in the Mathematics Department have been concerned about the course drop date occurring before the final exam. She thinks students should be given the opportunity to take the final exam and then decide whether to drop the class. She wondered if students shared this concern. Following a discussion, it was decided that Mr. Sumeet Bagai will develop a student survey to determine if students are interested in pursuing a change in drop dates. He will bring the sample survey to the February 16 commission meeting for input and then go live with the survey. He will have the results by the March 2 CSA meeting. If there is enough student interest, the commission will work with the Commission on Undergraduate Studies and Policies about the possibility of changing the drop date.

## **VI. Old Business**

- **HESA Program**

Dr. Ed Spencer was asked to discuss the possible cancellation of the HESA program at the university. Dr. Spencer gave some background information on the program—Higher Education and Student Affairs. The program falls under the Department of Educational Leadership and Policy Studies in the School of Education. The program has been very successful, however, it was recently announced that the program will likely be discontinued because it doesn't fit into the School of Education's focus on K-12 students. The floor was opened for discussion, and many commission members expressed concern over the possible cancellation of this program. There was a motion that Ms. Ruscio, chair, with the commission's full backing, write a letter to Provost McNamee asking that the HESA program be reinstated. The motion was seconded and approved.

- **Sub-Committee Meetings**

Jory reminded the sub-committees that all sub-committees would be giving their presentations at the next meeting. The presentations should be limited to 15 minutes. Presentations should focus on the sub-committees assigned topics-- suggesting solutions or alternative methods to solve the problems.

## **VII. Tabled**

- **Undergraduate Representative to the BOV Selection Committee Procedure**
- **CISO Constitution Changes – 1<sup>st</sup> Reading – Bhavik Shah**

## **VIII. Announcements**

Ms. Elizabeth Bieber made the following VTU announcements: Carbon Leaf concert on Feb. 9, 6:30 p.m., Burruss Auditorium; Build a Bear (for Valentine's Day) on Feb. 9, all day, Norfolk Room, Squires; Broadway Valentine on Feb. 13, 7:30 p.m., Burruss Auditorium. Weekend films have also resumed.



Mr. Sumeet Bagai announced that student governments across the state are participating in the Save 1246 petition campaign. The petition will be sent to state leaders and law makers in an effort to save \$1,246 in tuition for Virginia college students. The petition is available at [www.save1246.com](http://www.save1246.com). The results will be released on Thursday, Feb. 9. He encouraged student organizations to forward the information to their constituent groups. Mr. Bagai also announced that the Big Event will be held on April 1 and Relay for Life on April 21 and 22. Both groups are recruiting teams, including faculty, staff, and community members. More information is available on the SGA website at [www.sga.vt.edu](http://www.sga.vt.edu).

Mr. James Tyger announced that the Class of 2007 Ring Dance will be held on March 24 and 25. More details will be announced at a later date.

Mr. Steve Burrell announced that annual funding budgets were due by 5:00 p.m. on Feb. 3. He announced that the application deadline for graduate representative to the Board of Visitors has been extended until Feb. 15. He also announced that an e-mail went out to student organizations and advisors about reallocation of office space in Squires. Applications for office space are due in their office by Friday, February 17.

Mr. Michael Dunleavy announced that class officer elections for the Class of 2009 will be held in April. Information sessions about the election will be held on Feb. 13-15, 7:00 p.m., Williamsburg and Jamestown Rooms, Squires.

Ms. Susie Kim announced that AASU's Taste of Asia would be held on Feb. 3, 5:00-7:00 p.m., Old Dominion Ballroom, Squires.

Ms. Jory Ruscio announced that the Graduate Life Center Speaker Series for Spring Semester would start on Feb. 3. The speaker on Feb. 3 was Dr. Djorde Minic from the Department of Physics. His topic was "What is string theory?" A list of speakers is available at [www.grads.vt.edu/student\\_life/glc/speakers.html](http://www.grads.vt.edu/student_life/glc/speakers.html). All presentations begin at 4:30 p.m. in the GLC.

Ms. Megan Horan announced that "Destination: Spring Break! Are You Ready?" will be held at 6:00 p.m., Feb. 20, Owens Banquet Hall. The program focuses on having fun but being safe during Spring Break.

Mr. Scott announced the J-Crew sale taking place on Feb. 14-16, 9:00 a.m.-9:00 p.m., Commonwealth Ballroom, Squires.

## **IX. Adjournment**

The meeting adjourned at 4:40 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

# Commission on Student Affairs

February 16, 2006  
3:30-5:30 p.m.  
Brush Mt. B  
Squires Student Center

## Minutes

**Present:** Linsey Barker, Steve Burrell, Monika Gibson, Michael Goode, Caryl Gray, Jennifer Jessie, Jaquisha Kearson, Susie Kim, Erik Kneubuehl, Navin Manjooan, Brian Marroquin, Margaret McQuain, Laura Morgan, Jory Ruscio, Greg Sagstetter, Robert Sebek, Ed Spencer, Matt Streeter, James Tyger

**Absent with Notice:** Ron Daniel, Brandon Eason, Ginney Fowler, Zenobia Hikes, Jamie Kalista, Karen Sanders

**Absent without Notice:** Sumeet Bagai, Elizabeth Bieber, Tom Brown, Scott Cheatham, Michael Dunleavy, Ron Forbes, Megan Horan, David Jones, Gary Kinder, Sarah Saxton, Bhavik Shah, Brian Warren, Devin Weller, Brian Whitaker

### I. Call to Order

Ms. Jory Ruscio, Chair, called the meeting to order at 3:37 p.m.

### II. Adoption of Agenda

Ms. Ruscio called for adoption of the agenda. Mr. Tyger indicated that Mr. Bagai was absent, so the item on Course Withdraw Date Survey would need to be postponed until the next meeting. There was a motion to adopt the agenda as amended. The motion was seconded and approved.

### III. Chair Report

Ms. Ruscio reported that she sent a letter to the Provost regarding the HESA program, as discussed at the February 2 CSA meeting. She then asked Dr. Ed Spencer to provide an update on the situation.

### IV. Old Business

- **HESA Update** - Dr. Spencer distributed a February 5 letter from Dean Jerry Niles regarding the latest information on the HESA program. Dr. Niles reiterated that all students currently enrolled in either the master's or doctoral program will have the opportunity to complete their programs of study and degrees. They have also decided to continue the admission of doctoral students in higher education for Fall 2006. However, the moratorium on admission to the master's program for Fall 2006 will remain in effect until the program can be reviewed.

During the question and answer period, Dr. Spencer was asked what impact this decision has had on the GA situation in Student Affairs, since the majority of GA's are master's students. Dr. Spencer said there has been an immediate impact. For example, Residence Life has only recruited six students for 16 GA positions for next year. In order to fill these positions, they are recruiting graduate students from other programs as well as undergraduates who are graduating in May but might want to stay for an extra year in a temporary position. They may also need to convert some of these positions to professional staff positions. Dr. Spencer was asked if they expect to have a problem with recruiting. Dr. Spencer said they do think it will be an issue. The annual recruiting weekend is scheduled for late February, and they expect to know more after that weekend is over.

- **Course Withdrawal Date - Survey** – Sumeet Bagai – Tabled until March 2.

## V. New Business

- **Alcohol Awareness Sub-committee Report** – Dr. Margaret McQuain reported that the sub-committee met once and asked her to chair the committee. She indicated that Dr. Ron Daniel is out of the country and plans to discuss this topic with students who are studying abroad. She will be meeting with Mr. Steve Clarke to discuss what the College Alcohol Abuse Prevention Center is working on. Her desire is to create an atmosphere on campus to show that it's fine not to drink alcohol and also to promote more responsible drinking for those who do. She asked those present to write down their thoughts about the alcohol situation on campus and pass them to her for discussion by the sub-committee. Dr. Spencer indicated that the university is developing a task force to study this problem and perhaps the sub-committee could work with the task force.
- **Parking & Transportation Sub-committee Report** – Mr. Erik Kneubuehl reported for Mr. David Jones, chair of the sub-committee. Mr. Jones collected all the parking resolutions that have been developed by CSA over the last few years. The resolutions have been forwarded to the sub-committee and they are currently studying the information. They plan to meet and discuss the issues. They will then meet with the Director of Transportation and Parking to discuss the resolutions and how they were handled by the Parking and Transportation Committee. Mr. James Tyger indicated that he is vice chair of the Parking and Transportation Committee and he recommended that any concerns about the resolutions be discussed directly with this committee. Mr. Tyger said the Parking and Transportation Committee is also studying parking at the Corporate Research Center, including increased bus routes, in light of Computer Science being moved to CRC.
- **Recreation Sub-committee Report** – Ms. Laura Morgan said their sub-committee has been looking into how student athletic tickets are distributed. The sub-committee is also studying how to prevent the selling of student tickets on eBay. Mr. Tyger said that the Athletics Department is working on this problem by checking eBay for student tickets. If student tickets are found for sale on eBay, those students are prevented from getting student tickets in the future. The sub-committee found that some schools scan tickets and student ids at the gate to ensure that the ticket holders are students. This isn't an ideal

solution at Virginia Tech because Hokie Passports aren't validated and current students are obtaining student tickets and selling them to their friends who have already left the university but still have Hokie Passports. The commission expressed concern over group ticket sales and the number of tickets available for students. Several commission members had suggestions about unused tickets being sold or donated to students who were unable to obtain tickets to games. Ms. Ruscio asked the sub-committee to check into these concerns and suggestions and provide an update at the next meeting.

- **Campus Climate Sub-committee Report** – Mr. Navin Manjooran reported that their sub-committee has met once. They have discussed how the Principles of Community could be better implemented and how to make sure students know about it so they will feel welcome and safe on campus. The commission discussed several means of distributing the Principles to the campus population so that everyone on campus would be aware of the document and what it stands for.

## **VI. Tabled**

- Undergraduate Representative to the BOV Selection Committee Procedures - 1st Reading - Bhavik Shah
- CISO Constitution Change

## **VII. Announcements**

Ms. Laura Morgan announced that the GSA Research Symposium would be taking place during Graduate Education Week. They also accept undergraduates in the Research Symposium. The call for abstracts is now open and information is available on the GSA web site. She asked that students share this information with their organizations.

Mr. James Tyger asked for update on SafeWatch and the problem they encountered a few weeks ago. Dr. Ed Spencer explained that SafeWatch is an on-line reporting site so that anyone on campus can report an incident of bias, i.e. a hate crime. You can report if something happens to you or if you are aware of something that happened to someone else. The program was finalized at the end of Fall Semester, and was being tested at the beginning of Spring Semester. In early February, Mr. Tom Brown was finalizing the test of the system. He had asked people to submit test cases, and while the test was being conducted an actual case came in without realizing it was a new case. It was human error and it has been corrected. They have also implemented a checking system so this won't occur again. The website is available at [www.safewatch.vt.edu](http://www.safewatch.vt.edu).

Mr. Erik Kneubuehl announced two upcoming Lively Arts shows: Tap Dogs Rebooted in March and Lincoln Center Jazz in April. He also announced that the Homecoming Board was taking applications for the Homecoming Court. They have a new process this year that includes required information sessions for applicants or their organization representative. Dates for information sessions and interviews dates are available at <http://www.vthomecoming.org.vt.edu/>.

Mr. Navin Manjoran announced that the deadline for submitting applications for the Graduate Student Representative to the Board of Visitors was February 15. The top three candidates will be chosen to interview with the BOV on March 27.

Dr. Ed Spencer announced that Mr. Greg Sagstetter made the second team of the *USA Today* All American Academic Team.

Mr. Steve Burrell reported that Budget Board requests are in--76 organizations requested almost \$1.7 million with only \$845,000 to distribute. He plans to submit the budgets to CSA at the April 6 meeting. He explained the appeal process that is available to organizations, and asked that commission members consider serving on the appeals committee. Mr. Burrell also announced that applications will be taken soon for the Student Leadership Employment Program, which allows student organizations to submit applications for a student member of the organization to stay on campus this summer and work through the summer. He asked that student organizations discuss the program, and applications will be taken in March or April.

Ms. Jennifer Jessie announced that Take Back the Night will be held on March 30. She asked that groups consider signing up to be a sponsoring organization. There is no cost for being a sponsor.

Mr. Erik Kneubuehl announced that Student Leadership Awards will be held in April. Applications are due in early March, and nomination forms are available in the Student Activities office or on their website.

### **VIII. Adjournment**

The meeting adjourned at 4:43 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

# Commission on Student Affairs

March 2, 2006  
3:30-5:30 p.m.  
Brush Mt. B  
Squires Student Center

## Minutes

**Present:** Sumeet Bagai, Elizabeth Bieber, Tom Brown, Steve Burrell, Scott Cheatham, Jennifer Crook, Caryl Gray, Zenobia Hikes, Megan Horan, Jennifer Jessie Jamie Kalista, Jaquisha Kearson, Susie Kim, Erik Kneubuehl, Navin Manjooran, Brian Marroquin, Margaret McQuain, James Freeman for Laura Morgan, Jory Ruscio, Greg Sagstetter, Karen Sanders, Robert Sebek, Bhavik Shah, Ed Spencer, Matt Streeter, James Tyger

**Absent with Notice:** Linsey Barker, Ron Daniel, Ginney Fowler, Monika Gibson, Brian Warren

**Absent without Notice:** Michael Dunleavy, Brandon Eason, Ron Forbes, Michael Goode, Gary Kinder, Jerrine Morris, Devin Weller, Brian Whitaker

**Guests:** Chelsea Benincasa, Katelyn Keefe, Frances Keene

### I. Call to Order

Ms. Jory Ruscio, Chair, called the meeting to order at 3:34 p.m.

### II. Adoption of Agenda

Ms. Ruscio called for adoption of the agenda. Ms. Jennifer Jessie made a motion to add "Take Back the Night" presentation after Chair Report. Motion was seconded and approved. There was a motion to adopt the agenda as amended. The motion was seconded and approved.

### III. Chair Report

Ms. Ruscio discussed the absentee rate at the CSA meetings. She asked that members attend and put the proper work into the subcommittees in order to be as effective as possible.

### IV. Take Back the Night—Chelsea Benincasa

Ms. Chelsea Benincasa, from Womanspace, distributed information on Take Back the Night. The rally starts at 7:00 p.m. on Thursday, March 30, in front of War Memorial Chapel. This is the 17<sup>th</sup> annual rally held at Virginia Tech. She discussed the program for the evening and asked all organizations to be a sponsor. Sponsorship requires no monetary commitment, just support for the program and willingness to be listed on the program. She distributed a sign-up sheet, and also encouraged groups to contact her by e-mail at [cbeninca@vt.edu](mailto:cbeninca@vt.edu).

#### IV. Old Business

- **Course Withdrawal Survey** – Mr. Sumeet Bagai distributed copies of the Course Withdraw Survey, which he developed as a result of discussions about the policy at the February 2 CSA meeting. He outlined the survey and asked for feedback. The commission made comments and suggestions, which Mr. Bagai will incorporate into the survey. He will e-mail the updated survey to CSA following spring break, and ask that student representatives forward the survey to their organizations. Survey results will be presented to CSA at the March 23 meeting.
- **Faculty Advisors Subcommittee Report** – The subcommittee distributed and discussed a report on the topic of Faculty Advisors for Student Organizations. The subcommittee has found that there are 613 registered student organizations, of which 491 have advisors. They are looking into ways to develop an advisor pool. They would like to develop a program that would pair interested advisors with student organizations. Once the Branch Out website has been completed, they will consider expanding the website to include such a pairing. They are also looking into ways to provide more training for faculty who are willing to be advisors. The subcommittee plans to continue their work on these and other advisor related issues.
- **Recreation Subcommittee Update** – Mr. James Freeman presented the subcommittee's report on behalf of Ms. Laura Morgan. He distributed a list of issues to bring up with the Athletic Ticketing office. The issues related to: improvements in the ticket lotteries for football and basketball games; the number of student tickets allotted for basketball games; the feasibility of having tickets scanned or student IDs swiped at the entrance gates; how to stop the resale of student tickets personally or through auction sites. Mr. Freeman asked the commission to review the list and give him feedback before the list is presented to the Athletic Ticket Office.
- Mr. Scott Cheatham made a motion that New Business be moved forward on the agenda so the invited speakers could give their presentations. The remaining subcommittee reports would be presented if time permitted; if not they would be tabled until a future meeting. The motion was seconded and approved.

#### V. New Business

- **University Policies for Student Life, 1<sup>st</sup> Reading** – Ms. Frances Keene presented CSA Resolution 2005-2006A: Resolution for Changes to University Policies for Student Life for first reading and outlined the changes. Part I of the resolution pertains to Sharing Information with the Undergraduate and Graduate Honor Systems. Mr. Greg Sagstetter indicated that the Undergraduate Honor System is aware of this proposed change and is in full support of the change. Part II of the resolution pertains to Withholding Academic Degrees for Serious Misconduct. Ms. Keene pointed out that the majority of our peer institutions have the authority to withhold degrees for

serious disciplinary matters. Ms. Keene asked that comments and suggestions be sent to her at [fbabb@vt.edu](mailto:fbabb@vt.edu). Second reading will take place at the March 23 meeting.

- **Green Fee** – On behalf of the Advisory Council for Environmental Sustainability, Ms. Katelyn Keefe gave a presentation on the proposed Green Fee. The purpose of the Green Fee is environmental sustainability, and the increase in student fees would be approximately \$6 per semester. It would cover energy efficiency and recycling projects on campus. The complete PowerPoint presentation is available at [www.aces.org.vt.edu/green](http://www.aces.org.vt.edu/green). Several of our peer institutions and other ACC schools have instituted a similar fee. Since fall 2005 around 4,000 Virginia Tech students have signed a petition of support for the fee. The SGA and GSA Houses have both passed resolutions in support of the fee. They are hoping CSA will also pass a resolution in support of the fee so it could be presented to the Board of Visitors for consideration. The floor was opened for discussion. Many commission members indicated they support energy efficiency and recycling projects on campus, but weren't sure the cost of these projects should fall to the students. They felt projects of this nature should be covered by the university's budget. There were also concerns about how the fee was set at \$6, whether there would be a cap on the fee in future years, who would determine how the money would be spent, and who would take care of the projects if they are funded. In the interest of time, the commission decided to continue the discussion at a future meeting and would decide at that time whether to write a resolution of support. Ms. Keefe encouraged the commission to contact them with any questions at [greenfee@vt.edu](mailto:greenfee@vt.edu).

## **VI. Tabled**

- Undergraduate Representative to the BOV Selection Committee Procedure
- CISO Constitution Changes - 1st Reading - Bhavik Shah
- Parking & Transportation Subcommittee Update
- Alcohol Awareness Subcommittee Update
- Campus Climate Subcommittee Update

## **VII. Announcements**

Ms. Jennifer Jessie suggested that the Commission on Student Affairs be listed as a sponsor for Take Back the Night. Student organizations will discuss it with their groups and decide at the next meeting.

## **VIII. Adjournment**

The meeting adjourned at 5:25 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary



# Commission on Student Affairs

March 23, 2006

3:30-5:30 p.m.

Brush Mt. B

Squires Student Center

## Minutes

**Present:** Sumeet Bagai, Linsey Barker, Elizabeth Bieber, Tom Brown, Steve Burrell, Scott Cheatham, Ron Daniel, Ginney Fowler, Monika Gibson, Michael Goode, Caryl Gray, Zenobia Hikes, Megan Horan, Jennifer Jessie Jamie Kalista, Jaquisha Kearson, Susie Kim, Erik Kneubuehl, Navin Manjooan, Brian Marroquin, Laura Morgan, Duane Rollins for Jerrine Morris, Jory Ruscio, Greg Sagstetter, Karen Sanders, Cindy Koziol for Robert Sebek, Bhavik Shah, Ed Spencer, Matt Streeter, James Tyger

**Absent with Notice:** Margaret McQuain, Brian Warren

**Absent without Notice:** Jennifer Crook, Michael Dunleavy, Brandon Eason, Ron Forbes, Gary Kinder, Devin Weller, Brian Whitaker

**Guests:** Tim Hodge, Frances Keene, Ennis McCrery, Ray Plaza, Greg Sagstetter, Marc Saint Raymond, Ashley Shew, Ryan Smith, Ken Stanton

### I. Call to Order

Ms. Jory Ruscio, Chair, called the meeting to order at 3:32 p.m.

### II. Adoption of Agenda

Ms. Ruscio called for adoption of the agenda. Mr. Brian Marroquin made a motion to add "Clarification on UCSO Policies." Dr. Hikes made a motion to add an item regarding "Gateway 2006." Both items will be added near the beginning of Old Business. There was a motion to adopt the agenda as amended. The motion was seconded and approved.

### III. Chair Report

Ms. Ruscio indicated she had nothing to report.

### IV. Old Business

- **Clarification on UCSO Policies** – Mr. Brian Marroquin stated that LASO is planning to file a grievance through CSA in order to clarify whether there are institutional policies that require UCSOs and RSOs to collaborate or participate with faculty/staff caucuses. LASO is concerned about the actions of the Hispanic Faculty Staff Caucus in relation to student organizations that fall under LASO. Once the grievance is filed, LASO would like CSA to

determine common practices with other UCSOs in regard to external organizations or other student groups so that policies can be clear in the future. Mr. Ray Plaza, chair of the Hispanic Caucus, requested that he be invited to attend the meeting where the grievance is discussed so he can express the views of the caucus.

- **Update on Principles of Community Posters** – Mr. Ray Plaza announced that the Principles of Community celebrated its first anniversary on March 14. In celebration of the anniversary, three new posters have been released. Each poster includes the full listing of the principles and focuses on one of the three main affirmations. He brought copies of the three posters for all commission members.
- **Gateway 2006** – Dr. Zenobia Hikes announced that Gateway 2006 would be held on April 7<sup>th</sup> and 8<sup>th</sup>. Gateway is a program designed to provide an up-close look at Virginia Tech for students of color who have been offered admission to Tech. The participants will stay overnight on campus with a student host, and the program needed 50 additional on-campus students to volunteer as hosts. Dr. Hikes encouraged the student leaders to volunteer and also to share the information with their organizations. She distributed registration forms and requested that interested students turn in their forms at the end of the meeting, if possible.
- **Introductions of Graduate Representative to BOV Finalists** – Mr. Navin Manjooran asked the three candidates for the position of Graduate Representative to the BOV to introduce themselves and speak briefly about their qualifications and backgrounds. The three candidates are: Ms. Ennis McCrey, Ms. Ashley Shew, and Mr. Ken Stanton. The three will interview with the BOV on March 27.
- **Introductions of Undergraduate Representative to BOV Finalists** – Ms. Jennifer Jessie introduced the three candidates for the position of Undergraduate Representative to the BOV and spoke briefly about their qualifications. The three candidates are: Mr. Greg Sagstetter, Mr. Marc Saint Raymond, and Mr. Ryan Smith. These candidates will also interview with the BOV on March 27, and the top candidate for each position will be presented to the full Board for approval at their afternoon session.
- **University Policies for Student Life, 2<sup>nd</sup> Reading** – Ms. Frances Keene presented “CSA Resolution 2005-2006A: Resolution for Changes to University Policies for Student Life” for second reading and explained the proposed changes. Part I of the resolution pertains to Sharing Information with the Undergraduate and Graduate Honor Systems. Part II of the resolution pertains to Withholding Academic Degrees for Serious Misconduct.

During the discussion period, Ms. Monika Gibson commented that neither the Graduate School nor the Graduate Honor System (GHS) was contacted or consulted about the changes proposed in the resolution, which she found regrettable. The current GHS constitution disallows information sharing with any other unit, unless the penalty reaches a level where the penalty is noted

on the student's transcript, in which case it would automatically be shared with anyone who has access to the transcript. A change to the GHS constitution would be necessary to comply with the proposed new policy. The commission discussed how this would affect the proposed policy, and it was decided that the GHS could decide whether to change their constitution if/when the UPSL policy is approved. Following the discussion period, the two parts of the resolution were voted on separately. Both parts of the resolution were approved by the commission.

Ms. Keene indicated that she had an additional amendment that has been introduced since the last meeting. The amendment is a "reciprocity agreement" with other universities in the Commonwealth of Virginia. If a student from another Virginia institution visits our campus and causes serious problems or damage, it will be reported to their home institution. Ms. Keene will send the amendment in resolution format to the commission via e-mail and ask for comments. She then asked Dr. Hikes to comment. Dr. Hikes reminded the commission of several bias related incidents that occurred on campus during fall semester, and some were committed by non-Virginia Tech students. This resolution will clarify that these incidents will be reported to their institutions. We want others to know they can't come on campus and cause problems because it will be reported back to their institutions. The amended resolution will be presented at the next meeting.

- **Course Withdrawal Survey** – Mr. Sumeet Bagai distributed copies of the updated Course Withdrawal Survey and The Freshman Rule (Policy Memorandum No. 69, Clarified). He asked that any comments be e-mailed to him at [sbagai@vt.edu](mailto:sbagai@vt.edu). He will go live with the survey as soon as possible.

## V. New Business

- **Update on Tuition and Fees** – Mr. Dwight Shelton thanked the commission for the opportunity to give the annual tuition and fees presentation. The Board of Visitors will meet on Monday, March 27, and will consider a number of issues, including tuition and fee rates for 2006-2007. He asked that all information be kept confidential until the BOV approves the rates on March 27. Mr. Shelton indicated that the General Assembly has passed management agreements for Virginia Tech, William and Mary, and Univ. of Virginia for their Restructuring Act. If the governor approves the management agreements, they will become effective July 1, 2006.

The 2006 General Assembly has not completed the 2006-2008 budget, and they still hope that Virginia Tech's budget will improve under the approved budget. Virginia Tech's tuition and fees must be established at the March BOV meeting so that students and families can plan and financial aid packages can be developed. Since the General Assembly's budget is not complete, assumptions have been made about General Fund support so that rates may be proposed.

Mr. Shelton turned the meeting over to Mr. Tim Hodge who discussed how tuition and fees are determined and how fees are used to support various areas of the university. Mr. Hodge requested benchmarking from the Student

Budget Board so they can look into funding increases in future years. They need to determine whether the \$25,000 increase per year for the last two years has been sufficient. Mr. Hodge shared the proposed tuition and fee increases for undergraduate, graduate, and veterinary medicine students. He concluded his presentation by comparing our tuition and fees with those of our peer institutions.

During the question and answer period, they addressed questions about how specific costs were determined and how Virginia Tech compares with other in-state universities. Mr. Sumeet Bagai thanked them for the presentation and asked that similar information be shared with students and parents. Mr. Bagai encouraged them to meet with other student groups, put out press releases, and show updates on the university website. Ms. Ruscio thanked Mr. Shelton and Mr. Hodge for their presentation.

## **VI. Announcements**

Ms. Ruscio reminded the commission to pick up their Principles of Community posters and to turn in the Gateway 2006 registration forms.

Mr. James Tyger welcomed the BOV candidates to the meeting and wished them luck during their interviews. He announced that the Class of 2007 Ring Dance and Banquet would be held on March 24 and 25. He also announced that SGA elections would be held on March 28 and 29, and encouraged everyone to vote.

Ms. Elizabeth Bieber made the following VTU announcements: Tap Dogs Rebooted on March 24 in Burruss Auditorium; a free music festival all afternoon on April 1 in Commonwealth Ballroom, Squires; the Wailers will perform on April 24 in Colonial Hall, Squires.

Mr. Sumeet Bagai asked that student groups pass the word to all undergraduates that voting for SGA elections is available online at [www.sga.vt.edu/elections](http://www.sga.vt.edu/elections). He reminded those who were still interested in running for student senate seats that petitions were due at midnight on March 24. There will be a survey about the Green Fee on the elections website the week of March 27. They will also have a slogan contest for next year's Orange and Maroon Effect on the elections website. The Big Event will be held on April 1. It is a day of community service, and they have exceeded the job goal of 250 jobs. They need more students to work that day, so he asked that students encourage their organizations to participate. Relay for Life is on April 21 and 22. SGA co-sponsors the event with the American Cancer Society. They have already raised nearly \$60,000 a month in advance of the event. He encouraged faculty and staff to participate as well; it's not a student only event.

Mr. Matt Streeter announced the following LGBTQA events: Gay Awareness Week on March 27-31; speaker John Corvino on March 28 in Colonial Hall, Squires, discussing homosexuality from a moral and religious standpoint; a debate on gay marriage with Jason West and Robert Knight on March 31 in Commonwealth Ballroom.

**VII. Adjournment**

The meeting adjourned at 5:25 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

# Commission on Student Affairs

April 6, 2006

3:30-5:30 p.m.

Brush Mt. B

Squires Student Center

## Minutes

**Present:** Sumeet Bagai, Linsey Barker, Elizabeth Bieber, Tom Brown, Steve Burrell, Scott Cheatham, Jennifer Crook, Ron Daniel, Michael Dunleavy, Thomas Hogdahl for Ron Forbes, Ginney Fowler, Monika Gibson, Michael Goode, Zenobia Hikes, Megan Horan, Jennifer Jessie, Jaquisha Kearson, Susie Kim, Erik Kneubuehl, Navin Manjooran, Brian Marroquin, Jory Ruscio, Greg Sagstetter, Mary Grace Campos for Karen Sanders, Robert Sebek, Bhavik Shah, Ed Spencer, Matt Streeter, James Tyger, Lindsey Leisher for Devin Weller

**Absent with Notice:** Jamie Kalista, Margaret McQuain, Brian Warren, Brian Whitaker

**Absent without Notice:** Brandon Eason, Caryl Gray, Gary Kinder, Laura Morgan, Jerrine Morris,

**Guests:** Ray Plaza, Ken Stanton

### I. Call to Order

Ms. Jory Ruscio, Chair, called the meeting to order at 3:32 p.m.

### II. Adoption of Agenda

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

### III. Chair Report

Ms. Ruscio indicated she had nothing to report.

### IV. Old Business

- **University Policies for Student Life** – Ms. Frances Keene presented “CSA Resolution 2005-2006A: Resolution for Changes to University Policies for Student Life, Part III.” Parts I and II were approved at the March 23 meeting. Part III is “Reciprocity Statement for Jurisdiction of Off Campus Misconduct.” The agreement is with other universities in the Commonwealth of Virginia. If a student from another Virginia institution visits our campus and causes serious problems or damage, it will be reported to their home institution. This is already a practice among universities in Virginia. This policy will clarify how these incidents are handled and make sure students know about the

policy and realize the boundaries are within this state. There was a motion to waive the first reading in order to pass the resolution through University Council and present it to the Board of Visitors in June. The motion was seconded and approved. Following a brief discussion, there was a motion to vote on the resolution. The motion was seconded and approved. The resolution was approved and will go to University Council with Parts I and II.

- **Green Fee** - Mr. James Tyger asked that this discussion be postponed until the next meeting when Ms. Katelyn Keefe could be present.
- **LASO Concern** – Mr. Brian Marroquin, chair of the Latino Association of Student Organizations (LASO), made a point of information about the charge of the commission: “Areas which are considered by CSA include: student relations with peers, staff, faculty, administrators, alumni, and the community....” Mr. Marroquin distributed copies of some e-mails and letters that have circulated between LASO and the Hispanic Caucus (faculty/staff) beginning October 2005. These documents refer to concerns about changes made to the Multicultural Center (MCC) in Squires during summer 2005. LASO requested that the Hispanic Caucus support their concerns about the MCC in a letter to the administration, but the matter was not handled in a timely manner. This caused a disagreement between the two groups that has been on-going since October. There has also been a disagreement between the two groups about the Latino Achievement Ceremony scheduled for May 11. LASO initially felt they could handle the situation internally, but it has been going on for a long period of time and they felt it should be brought to the commission. Ms. Ruscio indicated that she has discussed mediation with both groups, but Mr. Marroquin requested that CSA hear their concerns before mediation occurs. Mr. Ray Plaza, chair of the Hispanic Caucus, was in attendance and indicated that he would like to share the caucus’s perspective in the future and would welcome the opportunity to mediate the situation with LASO. Mr. Marroquin asked the commission to review policies that relate to student organizations and their relationships with faculty/staff groups. Following a discussion on how to proceed with the current situation, the commission decided that mediation between the two parties is the best course of action. Dr. Zenobia Hikes indicated that she, Mr. Tom Brown, and Ms. Frances Keene have been in the process of developing a mediation process for the university and they will be able to help appoint a mediator. Ms. Ruscio thanked Mr. Marroquin for bringing his concerns to the commission and they will be in touch with both parties regarding mediation.

## V. **New Business**

- **Student Budget Board Annual Funding** – Mr. Steve Burrell presented the 2006-2007 Budget Board Appropriations Strategy for review and approval. Fifteen student organizations requested funding from the Student Budget Board. In addition, 40 groups requested funds from the SGA Budget Board and 10 groups requested funds from the GSA Budget Board. Total amount requested was \$1,546,312; total funds available and appropriated were \$878,070.

The floor was opened for a question and answer period. Several commission members expressed concern that a number of the underrepresented groups had their budget requests reduced so drastically. The Principles of Community should be taken into consideration even in the budget process. Mr. Burrell responded that the Budget Board is very concerned about the diversity of the university and many of the groups who did receive more funding also provide diversity programs to the university. He pointed out that many groups didn't do well with their funding because they didn't attend the workshops on how to prepare their budgets and weren't able to present their cases very well at the budget hearings. This year they had 20 workshops and six help sessions for groups so they could review the budgets before they were submitted. They are working to increase the training opportunities for groups. Student organizations are encouraged to utilize the workshops and training sessions that are offered. Mr. Bagai also pointed out that student organizations are invited to sit on the budget boards and help make the funding decisions, but they don't have many volunteers to serve.

The commission discussed the need for additional funding for student organizations. Dr. Ed Spencer reminded the commission that when Mr. Dwight Shelton and Mr. Tim Hodge attended the March 23 CSA meeting, they requested a benchmarking to determine how much more money is needed for the SBB. Dr. Spencer also suggested that SGA and GSA conduct a survey of students to determine support of increased funding for SBB, and write supporting documentation. This information could be presented to the Budget Office in the fall at the budget hearings.

Mr. Burrell indicated that once the budget has been approved, student organizations will be notified by letter of their funding amounts and given the opportunity to appeal. Groups may appeal the funding recommendations for the following three reasons only: 1) established policies and procedures were not followed; 2) the organization was denied the opportunity to present significant evidence at the time of hearing; 3) the funding decision was arbitrary and capricious. The fact that the Board did not fund an item at the requested level does not constitute grounds for appeal.

There was a motion to table the vote on the budget to allow more time to study it. The motion was seconded, and a discussion followed. Tabling the vote would require an extra commission meeting on April 13. The motion was voted on and did not pass. There was a motion to end discussion of the budget and vote on whether to approve it. The motion was seconded and passed. There was a motion to approve the budget. The motion was seconded and passed.

- **CSA SBB Appeals Board** – Mr. Steve Burrell asked for five volunteers to serve on the SBB Appeals Board. The chair must be a faculty or staff member. The board will only meet if an appeal is submitted. The student groups will have fourteen days to appeal. April 21 is the deadline. Ms. Jennifer Crook, Mr. Robert Sebek, Mr. Bavik Shah, Mr. Michael Goode, and Ms. Jennifer Jessie volunteered to serve on the appeals committee. Mr. Sebek will serve as chair. If any appeals are won, the funding will be taken from contingency funding for next year.



- **CSA Nominations Open**

Ms. Ruscio announced that elections for the 2006-2007 CSA chair and vice chair will take place at the April 20 meeting. Ms. Ruscio opened the floor for nominations, and Mr. Jamie Kalista was nominated for chair. Mr. Kalista wasn't present, but will be able to accept or decline the nomination at the April 20 meeting. There were no immediate nominations for vice chair. Nominations for chair and vice chair will continue at the April 20 meeting and may also be made by e-mailing Ms. Ruscio at [izmuda@vt.edu](mailto:izmuda@vt.edu).

Ms. Ruscio also announced that the commission needs to appoint student representatives to the Academic Support Committee and to the Commission on Equal Opportunity and Diversity for next year. Volunteers or nominations for these two positions will be open until the April 20 meeting.

## **VI. Announcements**

Mr. Burrell said that he and other members of the Student Budget Board are interested in meeting with people who are concerned about the process, and will entertain ideas about how to improve it. He announced that Student Leadership Employment Program (SLEP) applications will be available in the Student Activities office the week of April 10 and encouraged those who would be here over the summer to apply. It is an excellent opportunity for student leaders to work together over the summer, as well as giving them a chance to meet and work with administrators.

Mr. Bavik Shah announced that International Week takes place from April 7-14. Events will be taking place throughout the week, including the Parade of Nations, the Street Fair, movies, luncheons, a talent show, and a soccer tournament.

Mr. James Tyger announced that applications for next year's SGA Executive Committee will be available the week of April 10. He will forward information to the CSA e-mail list.

Mr. Scott Cheatham encouraged everyone to arrive on time for the next meeting because elections will be taking place. Under parliamentary procedure, you aren't allowed to vote if you don't hear all nominees speak about their qualifications.

Ms. Elizabeth made the following VTU announcements: *Memoirs of a Geisha*, April 7 and 8, 8:00 p.m. in Squires Colonial Hall. She also announced that Rudy Ruettiger, a motivational speaker, will be here on April 26, 7:00 p.m. in Burruss Auditorium.

Ms. Jaquisha Kearson announced that the Corps of Cadets is sponsoring an ROTC basketball tournament starting at 4:30 on Saturday, April 8, and going all day on Sunday, April 9. 13 schools have confirmed they will attend.

Mr. Navin Manjooran announced that on March 27 the Board of Visitors selected Ms. Ennis McCrery as the graduate representative to the BOV for next year.

Ms. Jennifer Jessie announced that the BOV selected Mr. Greg Sagstetter as the undergraduate representative.

**VII. Adjournment**

The meeting adjourned at 5:20 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary

# Commission on Student Affairs

April 20, 2006

3:30-5:30 p.m.

Brush Mt. B

Squires Student Center

## Minutes

**Present:** Sumeet Bagai, Linsey Barker, Elizabeth Bieber, Tom Brown, Steve Burrell, Scott Cheatham, Jennifer Crook, Thomas Hogdahl for Ron Forbes, Ginney Fowler, Monika Gibson, Caryl Gray, Zenobia Hikes, Megan Horan, Jennifer Jessie, Jamie Kalista, Jaquisha Kearson, Aaren Salido for Susie Kim, Erik Kneubuehl, Navin Manjooran, Brian Marroquin, Jory Ruscio, Greg Sagstetter, Karen Sanders, Robert Sebek, Ed Spencer, Matt Streeter, James Tyger, Ryan Gleeson for Devin Weller

**Absent with Notice:** Ron Daniel, Margaret McQuain, Laura Morgan, Brian Whitaker

**Absent without Notice:** Michael Dunleavy, Brandon Eason, Michael Goode, Gary Kinder, Jerrine Morris, Bhavik Shah, Brian Warren

### I. Call to Order

Ms. Jory Ruscio, Chair, called the meeting to order at 3:35 p.m.

### II. Adoption of Agenda

Ms. Ruscio called for adoption of the agenda. Ms. Jennifer Jessie made a motion to add a discussion of the BOV undergraduate representative selection process. The motion was seconded and approved. Dr. Ed Spencer made a motion to add an item concerning Student Budget Board funding. The motion was seconded and approved. Mr. Sumeet Bagai made a motion to add an update on the Course Withdrawal Survey. The motion was seconded and approved. Mr. Scott Cheatham made a motion to add a discussion of campus safety issues. The motion was seconded and approved. There was a motion to adopt the agenda as amended. The motion was seconded and approved.

### III. Chair Report

Ms. Ruscio reported that the Resolution for Changes to University Policies for Student Life went to University Council for first reading on April 17. The resolution generated much discussion, especially the section pertaining to the Honor Systems sharing information with Judicial Affairs. This section has been referred to the Commission on Undergraduate Studies and Policies and the

Commission on Graduate Studies and Policies. The entire resolution could possible be tabled until next year.

#### **IV. Old Business**

- **Elections**

Ms. Ruscio announced that the floor was still open for chair and vice chair. The nominations for vice chair will remain open until the chair election is complete. There has been one nomination for chair: Mr. Jamie Kalista. Mr. Kalista declined the nomination. Ms. Ruscio asked for further nominations for chair. Mr. Sumeet Bagai was nominated and accepted. Ms. Jaquisha Kearson was nominated and declined. Mr. Greg Sagstetter was nominated and declined. Mr. Aaren Salido was nominated and declined. Mr. Matt Streeter was nominated and declined. There was a motion to close nominations. The motion was seconded and approved. Mr. Sumeet Bagai was the only nominee and was therefore elected chair by acclamation.

Ms. Ruscio asked for further nominations for vice chair. Mr. Matt Streeter was nominated and accepted. Mr. Scott Cheatham was nominated and accepted. There was a motion to close nominations. The motion was seconded and approved. Mr. Streeter and Mr. Cheatham were asked to speak briefly about their qualifications for the position. A brief discussion period followed, and the commission was asked to vote by written ballot. Mr. Scott Cheatham was elected vice chair.

Ms. Ruscio announced that a CSA representative is needed on the Academic Support Committee. Mr. Sumeet Bagai was nominated and accepted. Mr. James Tyger was nominated and declined. There was a motion to close nominations. The motion was seconded and approved. Mr. Sumeet Bagai was the only nominee and was therefore elected by acclamation as representative to the Academic Support Committee.

Ms. Ruscio announced that a CSA representative is also needed on the Commission on Equal Opportunity and Diversity (CEOD). Mr. Greg Sagstetter was nominated and accepted. Mr. Matt Streeter was nominated and declined. Mr. Aaren Salido was nominated and accepted. Ms. Monika Gibson was nominated and declined. There was a motion to close nominations. The motion was seconded and approved. Mr. Sagstetter and Mr. Salido were asked to speak briefly about their qualifications. A brief discussion period followed, and the commission was asked to vote by written ballot. Mr. Aaren Salido was elected as the representative to CEOD.

- **Update to Course Withdrawal Survey**

Mr. Sumeet Bagai provided a brief update on the Course Withdrawal Survey. They had 505 responses to the survey. Mr. Bagai will send the results to the commission via e-mail and this topic will be visited again in the fall.

- **SBB Annual Funding Appeals**

Mr. Steve Burrell explained the appeals process. Groups may appeal the funding recommendations for the following three criteria only: 1) established policies and procedures were not followed; 2) the organization was denied the opportunity to present significant evidence at the time of hearing; 3) the funding decision was arbitrary and capricious. The fact that the Board did not fund an item at the requested level does not constitute grounds for appeal.

The appeals committee met the week of April 17, with Mr. Robert Sebek serving as faculty chair. Mr. Sebek indicated that appeals were submitted by the Black Organizations Council, Asian American Student Union, and the Black Student Alliance. All appeals were reviewed by the committee and denied. Dr. Hikes asked for details about the appeals and why they were denied. Mr. Sebek explained that the BOC's appeal was because they didn't receive funding for the Donning of the Kente ceremony. The committee noted that no recognition ceremonies were funded this year due to limited funding. The AASU and BSA appeals were based on the amount of time they were given to present their budgets—they felt the February deadline didn't give them sufficient time to determine how much funding was needed for events that are held in the spring. The committee determined that these two appeals did not meet the established criteria and that the groups could have used previous spending data to determine how much funding would be needed for their spring events. Dr. Hikes asked how these organizations will continue with their specific programs since funding was denied. Mr. Sebek said the committee suggested to these groups that they apply for contingency funds in the fall. Mr. Burrell explained that all requests for annual funding, small grants, or contingency funding are based on the merit of the requests and the availability of funds. He said that under the current SBB policies, the SBB didn't feel justified in recommending money for events such as recognitions, awards banquets, and specialized events because they don't appeal to the entire campus community. However, they are planning to discuss this issue with student leaders in the Summer Leadership Employment Program (SLEP) and administrators to determine whether this policy should be changed. Dr. Hikes made a comment in relation to how these programs relate to the entire university community—she feels recognition programs do contribute to campus life and campus climate and would encourage underrepresented students to have programs that would promote diversity on campus. She feels we should study the SBB policies and help address issues related to all underrepresented students. Dr. Karen Sanders also expressed her dissatisfaction with these three underrepresented groups being denied the funding they needed as well as their appeals being denied.

Mr. Burrell made some points of clarification: 1) The appeals committee was asked to review the appeals that were submitted and to make a decision on those appeals based on the three criteria. If the appeals don't meet the criteria, they can't be heard as appeals. The appeals committee is not reviewing the decision of the SBB; they are reviewing the appeal itself. 2) The SLEP program is open to all students on the commission and he encouraged everyone to apply for the program so they could participate in the SBB discussions over the summer. 3) There are still student seats open on the

SBB, and he encouraged students to apply so they could be involved in the funding process.

The commission continued the discussion of the SBB funding process, and many members expressed concern over the current policies.

- **Student Budget Board Funding**

As a follow-up to the discussion of current SBB policies, Dr. Ed Spencer made a motion that we appoint a study group to work over the summer to look at the whole SBB funding process from top to bottom--how it's done, the appeals process, criteria, the process of other schools. The group will be asked to report back to CSA in the fall. During the discussion period, the commission determined that the study group should include CSA members (especially those from underrepresented groups), BOV student representatives, SLEP members, and SBB members—depending on who is here and available for the summer. The motion was seconded and approved.

Dr. Spencer pointed out that over the years the university has realized that some groups which received funding from the SBB should be funded from other sources rather than compete with student organizations and programs for funding. Two examples are the Residence Hall Federation, which is now funded from the residence hall and housing funds, and the VT Rescue Squad, which is now funded by the student health services fund. Dr. Spencer feels the Student Legal Services is in the same situation now. Because Student Legal Services was competing with student organizations and programs for SBB funding, their budget received a cut of \$16,648 for next year. This cut threatens the future of Student Legal Services. He believes the study group needs to decide this summer of Student Legal Services and perhaps University Honor System should remain under SBB funding in future years. These are basic services of the university that, if not funded through the SBB process, would have to be funded from another source. Because Student Legal Services is currently facing a funding crisis for the fall, Dr. Spencer made a motion to restore \$16,648 out of contingency funds for this year only to return Student Legal Services back to the same allocation they had for the current year.

The floor was opened for discussion. Mr. Burrell was asked how this would affect the SBB funding. He indicated they would try to take the funds from this year's budget to reduce the impact on next year's contingency allocations. Ms. Monika Gibson said the Graduate School recognized several years ago that the Graduate Honor System's funding could not rest solely with the SBB because it is an essential service for the university. The Graduate School's operation budget has provided nearly all funding for the Graduate Honor System for several years, and she feels a similar consideration should be made for the Undergraduate Honor System because it is also providing an essential service. Mr. Greg Sagstetter said he feels funding for the Undergraduate Honor System should be provided by the Provost's Office rather than SBB because their services are an essential part of students' education. The Undergraduate Honor System is also in a severe funding crisis at this point. Dr. Spencer made a clarification that under the first motion,

the study group would make recommendations of this nature as part of their study. The discussion was closed, and Dr. Spencer's motion to restore \$16,648 to Student Legal Services was seconded and approved.

## **V. New Business**

- **Changes to Multicultural Center and Multicultural Programs and Services**

Dr. Zenobia Hikes announced that the Multicultural Center (MCC) will be renovated this summer and operational space for Multicultural Programs and Services (MPS) will be located in the same expanded area. She distributed a handout on the project overview and goals, as well as a layout of the areas. The project will start at the end of April and they hope to have it completed by the beginning of fall semester.

- **Student Safety Issues**

Mr. Scott Cheatham reported that he and at least two other people who sit on the commission have experienced safety issues, such as vandalism, in the last year. He asked if anyone else on the commission had similar issues and several indicated they have. Mr. Cheatham encouraged everyone to report these incidents to the Virginia Tech or Blacksburg police immediately.

- **BOV Selection Committee**

Ms. Jennifer Jessie and Ms. Nicki Cantrell indicated that the selection process for the undergraduate representative to the Board of Visitors was to be revisited at the end of the academic year, once the selection process for next year's representative was complete. Last August, the Board of Visitors approved the current selection process for one year, and asked for a report on how the process worked. Ms. Cantrell, who advised the selection committee this year, made a recommendation that the original process be reinstated, which will increase CSA involvement as it was in the past. When asked why she made this recommendation, Ms. Cantrell indicated there is no good process in place with the new procedures, and going back to the original process puts us back to known procedures that have worked well in the past. Following a discussion of the merits of leaving the process as is or returning to the old process, Ms. Jessie made a motion to form a committee to review the undergraduate representative selection process over the summer and make a report to the Board of Visitors in August. There was an amendment to the motion: the committee will be comprised of the Director of Student Activities, the two outgoing BOV representatives, and the two incoming BOV representatives. The amended motion was seconded and approved. Mr. Manjooran requested that the committee report their findings to CS at the first meeting of the fall.

## **VI. Announcements**

Dr. Zenobia Hikes reported that she would be having an end of year open forum on April 26 at 4:30 p.m. in 1670 Litton Reaves for students to come and talk about their Virginia Tech experience.

Mr. Sumeet Bagai reminded everyone that the Relay for Life would be held on April 21 and 22 at the Johnson-Miller Track on campus. They have crossed the \$120,000 mark for donations.

Mr. Jamie Kalista encouraged students to vote in the local elections for Town Council and Mayor in May. GSA and SGA sponsored a candidate forum on April 27 at 7:30-9:00 p.m. in the Graduate Life Center Multipurpose Room.

Ms. Jaquisha Kearson announced the Corps of Cadets would hold their change of command ceremony at 10:00 a.m. on April 29 on the drillfield.

Mr. Steve Burrell reminded everyone that SLEP applications were available in the Student Activities Office in 319 Squires. The application deadline was April 28. He also announced that the three budget boards have several openings for next year and encouraged student organizations to help fill these openings.

Mr. James Tyger announced that SGA Executive Committee applications were due at 5:00 p.m. on April 21. He encouraged people to apply for these positions.

Ms. Susie Kim announced that M. Evelinia Galang would deliver the keynote address for Asian Pacific American Heritage Month on April 25, 7:00 p.m. in the GLC Auditorium. The speech is titled "Screaming Monkeys: Critiques of Asian America Images."

Ms. Ruscio thanked everyone for serving on the commission this year.

## **VII. Adjournment**

The meeting adjourned at 5:33 p.m.

Respectfully submitted,

Donna Sanzenbach  
Recording Secretary