Commission on Student Affairs
October 4, 2007
3:30-5:30 p.m.
Brush Mountain A & B
Squires Student Center

Minutes


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

Visitors: Taylor Powell, Students from Appalachian State University

I. Call to Order

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

II. Adoption of Agenda

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

III. Chair Report

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

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

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

V. Old Business

VI. New Business

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

The floor was opened for discussion. Ms. Hunter was asked to clarify on the document that the faculty members appointed to the board would be instructional faculty, not AP faculty. There was a question about the new wording that indicates the board would be able to function without the faculty
members being appointed—what is the purpose of faculty representation on the board if it isn’t necessary for them to be there? Ms. Hunter responded that the faculty members are included to give a wide representation of the campus community, and they do prefer for them to be there. It was also suggested that the wording about quorum be updated to ensure that more than half the voting members are in attendance. There were no further questions. Second reading will take place at the October 18 meeting.

B. Appointment of Student Representatives—Mr. McFadden announced that student representatives from CSA need to be chosen for the Academic Support Committee and the Commission on Equal Opportunity and Diversity. These appointments for a one year term should have been made during spring semester, but were delayed due to April 16. Mr. McFadden read the charge for group then opened the floor for volunteers or nominations for the Academic Support Committee. Ms. Amanda Beringer volunteered. There were no further volunteers or nominations, and Ms. Beringer was selected by acclamation. Mr. McFadden opened the floor for volunteers or nominations for the Commission on Equal Opportunity and Diversity. Mr. Brennan Shepard volunteered. There being no further volunteers or nominations, Mr. Shepard was selected by acclamation.

C. Discussion of Student Organization Programming—Mr. McFadden opened the floor for a discussion of ways in which student organization programming can better serve the student body. The commission discussed tools their organizations use in advertising their programs and also ways to learn about programs that are going on in the community. Some ideas include: 1) Posting notices on the website for the Town of Blacksburg at no charge. These notices also run on the local cable television station. The Town/Gown group is discussing the possibility of a community calendar that will show town and campus events on one calendar. 2) SGA is having an information session on Thursday, October 11, in Old Dominion Ballroom. They will share information about their programs and discuss ways students can get involved in student organizations. 3) Advertising on the BT buses, running ads in the Collegiate Times, sending press releases to the major publications in the area, placing table cards in dining halls. 4) Publish a newsletter about campus events. 5) Start a Facebook or Blackboard-type website for events. 6) Take advantage of the available resources, such as the event calendar on the VT website. 7) In the meantime, send event notices to the CSA listserv and ask the student organizations to forward them to their constituent groups.

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

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

VII. Announcements

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

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

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

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

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

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

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

Ms. Maureen Lawrence announced that Gym Class Heroes would perform that evening at 7:30 p.m., Burruss Auditorium. She also announced the movie, *I Now*
*Pronounce You Chuck & Larry*, October 12, 7:00 p.m., Colonial Hall, Squires; Laugh Riot has been rescheduled for November 13, 6:00 p.m., Burruss Auditorium.

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

VIII. Adjournment

The meeting adjourned at 4:46 p.m.

Respectfully submitted,

Donna Sanzenbach
Recording Secretary