MINUTES
Commission on Student Affairs
Brush Mountain Room B
February 19, 1998
3:30 p.m.

Present: Mr. Raphael Castillejo, Ms. Susan Anderson, Ms. Kelli Campbell, Mr. Matthew Chan, Dr. Lanny Cross, Ms. Melinda Crowder, Mr. Rush Middleton (for Ms. Lauren Esleecck), Mr. Jody Olson (for Ms. Tekisha Everette), Ms. Judy Fielder, Dr. Cathy Goree, Mr. Markus Grafe, Dr. Louis Gwin, Mr. Michael Herndon, Ms. Krista Johnston, Mr. B. J. Jones, Mr. Chris Bunin (for Mr. Rajiv Khosla), Ms. Madonna Mendoza (for Arlene Merino), Ms. Kristi Robinson, Mr. Steve Schneider, Dr. Edward Spencer, Dr. Brian Warren, Ms. Jean Marie Whichard, Ms. Sarah Wikstrom, Mr. Brian Wiersema

Absent: Mr. Ryan Ford, Ms. Jennifer Ginther, Ms. Gerri Johns, Dr. Martha Johnson, Mr. Anurag Maheshwary, Dr. Johann Norstedt, Dr. Delores Scott, Dr. Andy Swiger

Guests: Mr. Sean Blackburn, Mr. Sam Camden, Ms. Heather Dunahoo, Mr. Jason Easter, Mr. Rob Emard, Ms. Melissa Hedahl, Mr. Rick Johnson, Ms. Vera Kidd, Mr. Neerag Mendiratta, Mr. Holger Meyer, Mr. Minnis Ridenour, Mr. Dwight Shelton, Mr. Matt Shenk, Mr. Paul Wagner

1. Call to Order. Mr. Raphael Castillejo, chair, called the meeting to order at 3:30 p.m. Mr. Castillejo announced that there was a quorum for the meeting.

2. Approval of Agenda. Motion was made and seconded to approve the agenda. Motion was approved by unanimous vote.

3. Announcement of Approval of February 5, 1998 CSA Minutes. Mr. Castillejo announced that the minutes of the February 5, 1998 meeting had been approved electronically, and that the January 22, 1998 CSA minutes had been approved by University Council.


A. First Reading: Residence Hall Federation Constitution.

Ms. Kelli Campbell asked that the Constitution of the Residence Hall Federation that was presented for first reading at the February 5, 1998 meeting be withdrawn, and that the new Constitution be presented for First Reading to the Commission at this time. She distributed copies of the Constitution and a summary of the constitutional changes.

The changes include the Executive Board renamed to Executive Committee; the Executive Committee now has eight members; created a group called the Board of Directors; creation of an attendance policy for all meetings; Congress has been renamed the General Assembly; representation in the General Assembly is now based on building population; a brief description of responsibilities has been added; each hall will have its own Constitution, falling under the umbrella of the RHF Constitution; use Roberts Rules of Order, instead of Sturgis; members of the Executive Committee now have the ability to make decisions either unilaterally or as a group, and these decisions can be overturned by the General Assembly; financial powers are directly given to the treasurer, and not delegated by the President;
standing Committees are now the Eligibility and Standards, Elections, Facilities and Operations, Programs, Public Relations, Leadership Development, and Budget and Finance; members of the Board of Directors cannot vote in the General Assembly; and a quorum is counted based on the number of buildings present, not the number of voting members.

Dr. Spencer stated that this group has put a lot of work into this project, and has come up with a very good document.

After a brief review and questions, Mr. Castillejo closed the first reading, and stated that the second reading for the Residence Hall Constitution will be presented at the CSA meeting on March 5.

B. Distribution of Applications for Student Representative to the Board of Visitors.

Dr. Lanny Cross distributed packets of applications for the position of Undergraduate Student Representative to the Board of Visitors. He reviewed the procedure for Commission members, and asked that, although the materials are not confidential, they be handled carefully and have very limited availability to others. He stated if the press or media would like information about the candidates, they should contact his office. Dr. Cross asked that Commission members review the applications, rate the candidates, and bring the form to the March 5, 1998, CSA meeting. Dr. Cross will then tally the forms, determine the top six candidates, and will inform the Commission who those candidates are at the March 19, 1998 CSA meeting.

There being some time available prior to the next agenda item, Dr. Cross asked that he be allowed to discuss an item that was not included on the agenda. He stated that there is a concern about students not attending various committees and commissions, and that he has also heard from other executive officers and faculty that there is notable absenteeism among student representatives on these committees. For example, at a recent University Council meeting, at which students have nine seats, there was only one student present. Dr. Cross stated that it is important that students participate in the decision making process of the University, and asked the members for their thoughts about this in terms of what we might do.

Some of the responses were that students don't realize the importance of attending the meetings, and that the officers of the organizations should be responsible for urging participation of the representatives; the turnover of officers within the organizations, especially from one semester to the next, presents a problem in that the officers are unaware that the representatives are not attending. Several suggestions were offered for consideration -- if the organization is not supplying representatives who will attend the meetings, the seats be taken away from that organization; drawing representatives from a different pool; soliciting broadly for volunteers, and creating a database from which substitutes could be called upon; adding "members present/absent" on committee/commission agendas to monitor who is attending; having an alternative who the representative can call upon to attend if he/she is unable to attend; putting the president of the organization on the listserv of the committees/commissions so they can be aware of who is attending. Dr. Cross stated that his office will be researching this problem in the next few weeks, and asked that members e-mail him with other suggestions they may have on this matter.
C. Briefing on Tuition and Fees for 1998-99 Academic Year.

Mr. Minnis E. Ridenour, Executive Vice President for Finance, and Mr. Dwight Shelton, Associate Vice President for Budget and Finance, briefed the Commission on the tuition and fee rates for 1998-99. Mr. Ridenour distributed a handout of the recommendations that will be presented to the Board of Visitors at their meeting on Monday, February 23. He described why student comprehensive fees are necessary, who pays these fees, how they relate to the university's mission, what services are supported through these fees, and how the fees are established. He reported that there are five comprehensive fee components: athletic, bus, recreational sports, student activity, and student health. Each of these components operate as separate auxiliaries. All full-time, on-campus students, graduate and undergraduate, pay comprehensive fees in addition to tuition. All fees are reviewed and approved by the Board of Visitors.

Questions concerning the tuition and fees followed Mr. Ridenour's and Mr. Shelton's presentation. Mr. Castillejo thanked them for their willingness to attend the Commission meeting to brief them on this issue.

5. Announcements

Ms. Campbell reminded members to send a substitute to the March 5 meeting if they are unable to attend.

Ms. Anderson announced that the Women's Month Calendars were available if individuals would like to take multiple copies back to their organizations.

6. Adjournment.

The meeting adjourned at 5:15 p.m.

Respectfully submitted,

Betty Eaton
Recording Secretary