MINUTES
Commission on Student Affairs
Brush Mountain Room B
January 22, 1998
3:30 p.m.

Present: Mr. Raphael Castillejo, Ms. Susan Anderson, Ms. Kelli Campbell,
Dr. Lanny Cross, Ms. Melinda Crowder, Mr. Rush Middleton (for Ms. Lauren
Esleeck), Mr. Patrick Knightly (for Ms. Tekisha Everette), Ms. Judy
Fielder, Mr. Ryan Ford, Dr. Cathy Goree, Mr. Markus Grafe, Mr. Michael
Herndon, Dr. Martha Johnson, Ms. Krista Johnston, Mr. B. J. Jones, Mr.
Rajiv Khosla, Mr. Anurag Maheshwary, Ms. Arlene Merino, Mr. Jody Olson (for
Mr. Steve Schneider), Dr. Edward Spencer, Dr. Brian Warren, Ms. Jean Marie
Whichard, Ms. Sarah Wikstrom

Absent: Mr. Chris Fannin, Ms. Jennifer Ginther, Dr. Louis Gwin, Ms. Gerri
Johns, Dr. Johann Norstedt, Ms. Kristi Robinson, Dr. Delores Scott, Dr.
Andy Swiger, Mr. Brian Wiersema

Guests: Mr. Fred Weaver, Mr. Chris Bunin, Mr. Matt Shenk

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 December 4, 1997 CSA Minutes. Mr.
Castillejo announced that the minutes of the December 4, 1997 meeting had
been approved electronically.


A. Student Health Insurance.

Dr. Lanny Cross told the Commission that the University shares the concern
of students about the current loss of benefits because of the contract
difficulties with Trigon and the local hospitals. He indicated the
administration has been pursuing avenues for resolution of these
difficulties.

Mr. Fred Weaver, director of Risk Management, stated that in mid-December,
Trigon informed the University that effective February 1, they would no
longer include Montgomery Regional, Lewis-Gale and Pulaski Hospital as
being in their Preferred Provider network for our student population. He indicated the student insurance contract is separate from the State and is
an individual product provided by Trigon to the University and made
available to the students. Effective February 1, if a student is admitted
to one of these health care units, they will be considered out of network
and will be reimbursed at 65%, and be expected to pay 35% of the charges.
If a student goes to Radford Hospital, they would be considered in the
network, and would receive 80% reimbursement, and pay 20%. However, this
does not apply to emergencies. If a student goes to Montgomery Regional
for an emergency, they would be reimbursed on the 80/20% basis as before.

Mr. Weaver stated that since mid-December, they have had a number of
meetings about the issue, and hopefully they will have some resolution that can be brought to the forefront by Monday. The current contract was awarded on a yearly basis for five years, and this is the fifth year of the current contract with Trigon. Therefore, a new contract will be going out for bid this year, and the issue with Montgomery Regional Hospital is being addressed in the RFP. If the insurance company wants the bid, language has been put into the proposal that they will have to put Montgomery Regional Hospital in the contract as a provider. Mr. Weaver indicated that he should have more information by Monday and will report this at the GSA forum Monday evening.

A question was raised as to who helped decide the process for student insurance. Mr. Weaver indicated that a committee was formed consisting of representatives from the undergraduate, graduate, and international populations, as well as members of the faculty and staff, and Student Health Services. This committee reviewed the current contract, collected approximately 2,000 surveys from students about what insurance they wanted, held open forums, and then made recommendations to the Risk Management office as what the new benefit mix should be for the next cycle. They then took the benefit mix and put out a request for proposal, formed a request for proposal committee which consists of Mr. Weaver, Dr. Brian Warren, a Graduate Student Assembly member, Darlene Grega, and the director of risk management for the University of Virginia. That committee will review the proposals, evaluate them based on the criteria set up by that committee, and award a contract that will hopefully be for a five-year period, but will be reviewed on a yearly basis.

Ms. Krista Johnston asked how students are affected who are on their parent's Trigon insurance. Mr. Weaver stated that these students are affected the same way -- that is if a student uses one of these facilities, and is covered by Trigon through their parent's insurance, they will not be covered, and will have to pay based on the 65%-35%. Mr. Weaver reported that there are approximately 3,000 students affected by this issue, 57% graduate and 43% undergraduates.

Mr. Weaver asked that the students let his office know about any problems they may have.

B. Student Budget Board Funding Process.

Ms. Melinda Crowder reviewed with the Commission the process for the Student Budget Board funding for 1997-98. As the Student Budget Board chair, she performs financial analyses and determines a reasonable funding level and requests an appropriation from the student activities fees from the Assistant Vice President for Student Affairs. After review, the Assistant Vice President endorses and forwards the request to the Vice President for Student Affairs who reviews, endorses, and makes a formal request to the Executive Vice President for approval.

Ms. Crowder stated that the current appropriation recommendation is $770,000 for the 1998-99 academic year. She briefed the Commission on some of the items considered in developing the appropriate recommendation. These include such things as the fact that the allocation per FTE is at the lowest rate since 1989-90 ($23.45) with the current allocation per FTE being $30.54. This represents a $3.00 decline since 1995-96 in spite of increased enrollments, related increased fee collections, and an $8.00 activity fee increase in 1997-98. There has been a continuing increase in
the number of requests for funding, and the trend continues in the current year. Other things considered are estimated increases in student organization expenses, and decreases in funding awarded due to such things as the departure of WUVT, VTTV, Silhouette from SBB funding pool, and the probable drop of the Virginia Tech Off-Campus Housing office. In making decisions when requests for funds exceed funds available, the Board considers such things as who benefits, the scope of appeal, policies and procedures, overall diversity and balance of programming sponsored, past success, and preparation of the written presentation and oral defense.

Ms. Crowder stated that the Commission on Student Affairs has the final approval to appoint members on the Student Budget Board, approves the constitution and policy changes, and serves as the appeals board for any decisions Student Budget Board makes. She indicated they fund from 100-160 student organizations in any given year, and that if an organization has any funds left over at the end of the year, that money stays in their account. Ms. Crowder encouraged student members of the Commission to keep year-to-year organization carryover balances at a reasonable level of 10% or less of award.

C. Student Representatives to the Board of Visitors.

Dr. Landrum L. Cross distributed copies of the application forms for the positions of Undergraduate and Graduate Student Representatives to the Board of Visitors. He reported that the applications are available in his office in 326 Burruss Hall, or in the LSOP Office in Squires Student Center. The deadline for submission of the completed applications is February 13, 1998. The packets of applications will be distributed to the membership of CSA at the February 19th meeting, and the membership of CSA will submit their recommendations for the six finalists at the March 5th CSA meeting. The graduate student position process is handled by the Graduate Student Assembly, which makes the recommendations for their final three candidates to the Board of Visitors. Dr. Cross announced that two informational meetings have been scheduled to meet with perspective candidates. The meetings will be January 29 and February 4, 5:00 p.m. in the Jamestown Room, Squires Student Center, at which time the two current representatives will answer any questions the students may have about the process.

Ms. Krista Johnston, the current Undergraduate Representative, provided information to the Commission on the undergraduate position. She informed the Commission that for a student to be eligible for this position, he/she must have completed 70 hours of course work by the application deadline, and have a QCA of 2.3. She stated that other qualifications which are important to this position would be that the student have a desire to serve others, have good communication skills, and be able to interact with a variety of people such as faculty and Board members. The representative must stay in touch with students and be accessible to advise them on any issues which they may have about student life. Also, the representative must have a vision for the University, and an interest in the future of Virginia Tech. The responsibilities of the position include more than just attending the four Board meetings throughout the year. The undergraduate representative serves as an ex-officio member of the Commission on Student Affairs, is a member of the Order of the Gavel, and may be asked by the President or Provost to serve on special task forces or committees. Ms. Johnston asked the membership of CSA to encourage students to apply for the position, and to call or e-mail her if they would like further information.
or have questions.

Mr. Michael Herndon, the current Graduate Representative, provided information to the Commission on the graduate position. He stated that the graduate representative position is similar to the undergraduate position. The representative attends all GSA meetings, serves as a member on a committee of the Board of Visitors, as well as serving on other committees and commissions appointed by the President. The representative stays in touch with students either by e-mail or phone calls, and must have the desire and the availability of time to put in the hours necessary for the position. Mr. Herndon informed the Commission that the deadline for the graduate representative application is also February 13. On February 19, they will review all the applicants, and will meet on March 19 to narrow the pool to three finalists. Those three finalists will meet with CSA on April 16, and these candidates will appear before the selection committee of the Board of Visitors on April 26. The Board will select the student to serve as the graduate representative for the 1998-99 academic year.

5. Announcements.

Mr. Castillejo asked Commission members to forward any agenda items for the next meeting to him as soon as possible, but no later than the Friday prior to the meeting.

Mr. Jody Olson distributed the Student Government Association Student Life Calendar. This is their first calendar, and they hope to continue this every semester.

Ms. Susan Anderson informed the Commission that March 26 is "Take Back the Night." She asked CSA members to ask their organizations if they would like to help, and decide whether they want to be a sponsoring organization for "Take Back the Night." Any interested organization should contact her.

Ms. Jean Marie Whichard reported that in regard to the safety telephone issue from the last meeting, those interested in serving on a joint sub-committee between GSA and CSA were to contact her, but she has not heard from anyone on CSA. She indicated that GSA will be looking at this issue, and if anyone is interested in participating from CSA, they should contact her by e-mail.

6. Adjournment.

The meeting adjourned at 4:40 p.m.

Respectfully submitted,

Betty Eaton
Recording Secretary