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. Mr. Castillejo asked that, at this time, members submit their completed Candidate Ranking Forms for the Undergraduate Student Representative to the Board of Visitors. Those who do not submit them must do so by Friday, March 6, 1998, 5:00 p.m., 326 Burruss Hall.

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 19, 1998 CSA Minutes. Mr. Castillejo announced that the minutes of the February 19, 1998 meeting had been approved electronically, and that the February 5, 1998 minutes had been approved by University Council.

4. New Business

A. Report on SACS Accreditation

Dr. David Conn, Special Assistant to the Provost, informed the Commission that every ten years, the university must go through a process to reaffirm its regional accreditation, which is a process that insures that there is some backing to the quality of the degrees from Virginia Tech, and in order to receive federal funding, the university must be accredited. The accreditation is conducted by the Southern Association of Colleges and Schools (SACS).

For the past two years, Virginia Tech has been going through the process of developing two components of the overall report, a compliance component and a strategic study. The strategic study was conducted to transform Virginia Tech for the information age. It was intended to be a broad study for where Virginia Tech is now and where it is going, for a period beyond the University Plan. The current plan runs for five years -- 1996-2001, and this study was intended to look more broadly at the direction in which Virginia Tech is moving, with a particular emphasis on the use of
information technology. So this figures very significantly in the study, but the study isn't only about information technology. That is important because Virginia Tech has acknowledged from the beginning that information technology is a means and not an end, and what the study is much more concerned about is what is the end. We have looked very carefully at our educational objectives, what we are trying to do, what the students are here to learn, and how informational technology can help students in that process. For the most part, the study will be distributed electronically, and is now on Provost web page.

In the compliance section of the study, it must be demonstrated that Virginia Tech meets the various criteria to remain accredited. This part of the report is called the Institutional Effectiveness component. We have to go through approximately 500 criteria in order to meet the requirements, called "must statements," which we must comply with, such as how we run our undergraduate admissions, what kinds of requirements we have for an undergraduate to complete his or her degree, how we put the curriculum together, what is in the curriculum, how we provide undergraduate instruction, academic advising, and graduate requirements. There is also a section on faculty in which we must assure that the faculty are appropriately qualified to teach. All faculty must have certification on file to insure to the college, the university, and the students that they are qualified to teach. The report covers such things as educational support services, some of which include library support, bookstore, student development, intercollegiate athletics, and administrative processes.

The team which will be here on March 15 consists of faculty and administrators from our peer institutions and other institutions. During Monday and Tuesday, they will be conducting the exercises, looking at documents, studying what Virginia Tech is doing, and insuring that we do meet the criteria. They may be asking to speak to students, faculty, and staff randomly, and may ask to speak to the student leaders. The student leaders on CSA may be asked to have students from their organizations to meet with the group. Their report has to be completed in draft form before they leave the campus. At 1:00 p.m. on Wednesday, there will be an exit session which will be open to everyone. In December at the annual meeting of SACS, they will make a decision on reaffirming our accreditation.

5. Old Business

A. Second Reading: Residence Hall Federation Constitution

Ms. Kelli Campbell presented the Residence Hall Federation Constitution for second reading. One change was recommended in the wording under Section A.1.d, which should read, "All students of Virginia Tech, representatives or employees from the Department of Residential and Dining Programs, and members of the public are welcome to attend the General Assembly, as observers. A member of the General Assembly may yield the floor to a non-member to address the General Assembly." The other change recommended was to spell out VACURH which would read Virginia Association for College and University Residence Halls; SAACURH, South Atlantic Affiliate for College and University Residence Halls, and NACURH, National Affiliate for College and University Residence Halls.

There being no further questions or discussions, a motion was made and seconded to approve the second reading of the Residence Hall Federation Constitution with the above changes. The motion carried unanimously.
5. Announcements

Mr. Castillejo reminded members that the next meeting of CSA, March 19, would be held in 154 Squires Student Center.

6. Adjournment

The meeting adjourned at 4:30 p.m.

Respectfully submitted,

Betty Eaton
Recording Secretary