

*Approved 6-5-78*

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

Blacksburg, Virginia 24061

May 23, 1978

MEMORANDUM

TO: Members of the Commission on Student Affairs

FROM: Linda H. Owens *Linda H. Owens*  
Secretary

SUBJECT: Minutes of the meetings of May 11, 16, and 17, 1978

The Commission on Student Affairs met on Thursday, May 11, 1978 at 4:00 p.m. in the Rehearsal Room of Squires Student Center. The following members were absent: Dean J. R. Nichols represented by Dean Neil Boyd; Dr. Lawrence Adler; Mr. Bruce Carrigan; Dr. Jeanne Howard.

The Commission on Student Affairs met to review the proposed student center fees allocations for 1978-79 as recommended by the Student Budget Board. Dr. James W. Dean, Chairman, explained that the Commission would consider approval of the minutes of the meeting of April 27, 1978 and the agenda would then be closed to the sole consideration of the Student Budget Board recommendations until the hearings have been completed. The following items were considered:

1. The minutes of the meeting of April 27, 1978 were approved with the following addition:
  - a. Mr. Jim Rives requested that the following sentence be added to Page 4 as the fourth paragraph: Mr. Robert Lineen acknowledged that there is not a graduate student representative on the Student Constitutional Affairs Board.
2. The agenda was approved as distributed.
3. Presentation of the Student Budget Board recommendations for the allocation of student center fees for 1978-79. Dr. James W. Dean briefly outlined the procedures for the consideration of the Student Budget Board recommendations and introduced Mr. Robert Lineen, Chairman of the Student Budget Board, and Ms. Mary Beth Hess, Student Budget Board representative on the Commission.

Ms. Mary Beth Hess reported that the Student Budget Board met for a total of forty hours in the formulation of their recommendations. Ms. Hess said that the Student Budget Board used the following guidelines and procedures established by the Commission:

## CRITERIA FOR BUDGET REQUESTS

The Commission on Student Affairs encourages a program of diverse social, cultural, educational, and athletic opportunities for students to develop their out-of-class interests and activities. Requests by recognized organizations for funds from the Student Center Fee will be reviewed using the following priorities of criteria:

1. An organization's ability to produce a widely appealing and well balanced program of activities, especially activities held on the campus, is an essential element in determining whether or not funds should be continuously allocated for the operation of the organization as well as for its specific programs.
2. Those organizations which are governmental or representative serve an important function on the campus. Therefore, they should receive funds necessary for their essential support.
3. A system of information communication is vital to all students. An appropriate amount of money should be allocated to organizations so that students receive timely information about campus events and are kept aware of items involving student life. Information of an introductory nature about student organizations is also important and should be encouraged through responsible funding.
4. It is in the interests of the student body that this University be represented both on this campus and at other locations when student competitions or collaborations which are significant to the students of Virginia Tech take place. Funds for travel should be made available only for specific events, and then only on a limited basis.
5. Many organizations which normally are oriented to a relatively select student population with special interests, occasionally initiate programs of a broad enough scope to attract a significant number of students. On a very limited basis provisions should be made for funding these types of programs.
6. Since unforeseen problems may arise throughout the year, or groups may have a specific program develop which was unforeseen during the previous budget request period, some percentage of the available Student Center Fee should be held as a Contingency Fund to meet specific problems.

## TYPES OF FINANCIAL COMMITMENTS

Using the criteria set forth above, the Student Budget Board should recommend allocations of funds in the following priority order:

Program Activities - Funds should be made available to recognized student organizations for conducting programs on the campus with wide appeal among students. A diversity of programs should be encouraged. Funds for the general operating expenses of organizations should be allocated only where an organization carries out a range of programs through the year.

Governmental Activities - Funds should be made available to those recognized student organizations which are constitutionally representative within the University's governance structure. The reasonable operating expenses of these groups should be funded.

Communication Activities - Funds should be made available to recognized student organizations for the dissemination of timely information to the student body concerning campus events and student related issues. Organizations should be allowed to print reasonable amounts of publicity material.

Representative Activities - Funds should be made available to recognized student organizations for representing Virginia Tech in various events. Where travel away from the campus is involved, funds for ground transportation only should be considered.

Special Interest Activities - Funds should be made available to the Student Budget Board to administer a "Small Grants Program" throughout the year. These funds would be made available to recognized student organizations which normally have a limited interest group, but plan an activity which would attract a significant number of students.

Contingency Activities - Funds should be made available to recognized student organizations when unforeseen problems develop or when programs develop which were unforeseen during the regular request period.

Ms. Hess explained that the Student Budget Board allocated funds according to programs and that 35% of the requests had to be cut in order to meet the \$261,706.00 available for 1978-79.

Mr. Robert Lineen stated that the Student Budget Board's job was never an easy one and that this year it was especially difficult due to the discrepancy between the amount of the requests, the amount of money available and the increased quality of programs. At this point in the meeting, Dr. James Dean left the chair and spoke to the Commission as a representative of the University Administration and not as the Commission Chairman. When Squires Student Center was built, an agreement was made with the state concerning the fee structure for the student center. In 1968-69, \$65,000.00 was available for allocation to student organizations. When the student enrollment at Virginia Tech levels

off in 1978-79 at 20,000 students, \$250,000.00 will be available for allocation to student organizations for 1979-80. Inflation will deplete this amount. Increasingly student organizations will experience a discrepancy between it's requests and the amount of funds available for allocation. This year will be the first experience for Virginia Tech student organizations to tighten their belts. Dr. Dean stated that at some point the students will need to ask for an increase in student center fees. It would be necessary for the students to make this decision.

Dr. Dean then identified that should a member of the Commission wish to make an exception that the exception should be noted. The following exceptions were made:

<u>Item</u>	<u>Name of Organization</u>	<u>Excepted By</u>
1	Cadet Honor Court	Cadet Malcolm Tignor
2	<u>Collegiate Times</u>	Mr. Graham Wilson
3	Corps of Cadets	Cadet Malcolm Tignor
4	Extramural Sports Clubs	Mr. Lou Haley
5	Graduate Student Assembly	Mr. Jim Rives
6	Human Relations Council	Mr. Lou Haley
7	Interfraternity Council	Mr. Graham Wilson
8	Panhellenic Council	Ms. Kathy Rowe
9	Performing Arts Federation	Ms. Kathy Rowe
10	Regimental Band	Cadet Malcolm Tignor
11	Residence Hall Federation	Mr. Cole Wolford
12	Student Government Association	Mr. Chip Fortier
13	Urban Affairs Exchange	Mr. Lou Haley
14	Virginia Tech Union	Mr. Cole Wolford
15	Virginia Tech Unit (Rescue Squad)	Mr. Lou Haley

The following items were discussed:

1. Cadet Honor Court - The Cadet Honor Court requested reinstatement of funds requested for telephone expenses. Ms. Hess expressed that the telephone was in a private room and the Budget Board could no longer justify its expense. Cadet Malcolm Tignor moved to increase the Cadet Honor Court allocation by \$110.00 for telephone expenses. This would increase the total allocation from \$25.00 to \$135.00. The motion was seconded and failed.
2. Collegiate Times - Mr. Graham Wilson noted that \$21,121.00 has been allocated to the Collegiate Times for the past three years without increase even though the cost to print the paper has increased, the number of issues printed has increased, there has been an increase in the number of pages, an increase in the use of color and an increase in the number of issues per week. Mr. Graham Wilson moved to increase the Collegiate Times allocation by \$3,590.00. This would increase the allocation from

\$21,121.00 to \$24,711.00. The motion was seconded and failed by a vote of 4 for, 10 against, and 0 abstentions.

3. Corps of Cadets - The Corps of Cadets requested a reinstatement of the funds requested for name tags, pep rally supplies, and telephone services. Cadet Malcolm Tignor moved to increase the Corps of Cadets allocation by \$894.00. This would increase the allocation from \$2,187.00 to \$3,081.00. The motion was seconded. Ms. Kathy Rowe moved to amend the original motion to increase the allocation by \$134.00 for name tags and pep rally supplies. This would increase the allocation from \$2,187.00 to \$2,317.00. The amendment was seconded. Cadet Malcolm Tignor moved to amend the amendment to increase the Corps of Cadets allocation by \$394.00 for telephone services and name tags. This would increase the allocation from \$2,187.00 to \$2,581.00. The second amendment was seconded. The vote was then taken on the second amendment and the amendment failed by a vote of 4 for, 9 against, and 1 abstention. The vote was then taken on the first amendment and it failed by a vote of 2 for, 9 against, 4 abstentions. The vote was then taken on the original motion and the motion failed by a vote of 2 for, 9 against, 1 abstention.
4. Extramural Sports Club - Mr. Lou Haley stated that the Weight Lifting Club should be allocated funds to travel to their national competition. Ms. Hess explained that the national competition is by invitation only and at this point it is not definite that the Weight Lifting Club will be invited. It is the Student Budget Board's policy not to fund travel of this nature until the invitation is extended. Mr. Lou Haley moved to increase the Extramural Sports Club allocation by \$234.00 to finance one car to Milwaukee for the Weight Lifting National Competition. This would increase the allocation from \$11,433.00 to \$11,667.00. The motion was seconded. Mr. Haley then changed the motion to increase the Extramural Sports Club allocation by \$210.00 to finance one car to Milwaukee for the Weight Lifting National Competition. This would increase the allocation from \$11,433.00 to \$11,643.00. The motion was seconded and failed.
5. Graduate Student Assembly - The Graduate Student Assembly said their request was due to their primary need for office space. As yet they have received no response to their request for office space in Squires Student Center. They did not want to lose the opportunity to pursue appeal for the allocation of additional funds for off-campus office space should it be necessary. They stated that their current recommended allocation would be sufficient if on-campus office space were available. Ms. Vicki Takagi announced that the space allocation committee of the Virginia Tech Union would be meeting within the month. Dr. Dean stated that he would assist the Graduate Student Assembly in obtaining on-campus office space. Mr. Jim Rives then withdrew his exception. Mr. Chip Fortier then excepted the Graduate Student Assembly for further discussion.

The meeting was adjourned at 6:00 p.m.. The next meeting of the Commission

on Student Affairs will be Tuesday, May 16, 1978 at 4:00 p.m. in the Rehearsal Room of Squires Student Center.

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The Commission on Student Affairs met on Tuesday, May 16, 1978 at 4:00 p.m. in the Rehearsal Room of Squires Student Center. The following members were absent: Dr. J. R. Nichols represented by Dean Overton Johnson; Dr. Lawrence Adler; Mr. Bruce Carrigan; Dr. Jeanne Howard; Mr. Steve Mathews; Cadet Malcolm Tignor. The following items were considered:

5. Graduate Student Assembly - Mr. Chip Fortier lifted his exception.
6. Human Relations Council - This item was postponed due to the absence of Mr. Lou Haley.
7. Interfraternity Council - As a representative for the Publications Board, Mr. Graham Wilson expressed some concern regarding the proposed allocation for the Greek Exchange. His concern related to the precedent set by increasing publication by a special interest group. He questioned where the funding of special interest group publications would be curtailed. Dr. Dean encouraged this item to be returned to the Commission for discussion and determination of policy later. He stated that questions of policy should not be intertwined with the allocation of funds. Mr. Wilson lifted his exception.

Mr. Lou Haley arrived at this point in the meeting.

6. Human Relations Council - Mr. Lou Haley questioned the increase in this year's proposed budget for the Human Relations Council while other organizations were cut. Ms. Hess stated that this was the first year that the Human Relations Council gave a unified approach with well organized and diverse programs. The Budget Board considered allocations on a program by program basis and the Commission guidelines include the desire to strive for diversity in programs. Mr. Lou Haley lifted his exception.
8. Panhellenic Council - The Panhellenic Council requested that \$450.00 be added to its budget for a newsletter and rush publicity. Ms. Kathy Rowe moved to increase the Panhellenic Council allocation by \$450.00. The motion was seconded. Ms. Rowe then retracted this motion. Ms. Rowe moved to increase the Panhellenic Council allocation by \$250.00 for rush publicity. This would increase the allocation from \$1,754.00 to \$2,004.00. The motion was seconded and passed by a vote of 11 for, 2 against, 0 abstentions. Ms. Kathy Rowe then moved to increase the Panhellenic Council allocation by \$200.00 for a newsletter. This would increase the allocation from \$2,004.00 to \$2,204.00. The motion was seconded and passed by a vote of 8 for, 5 against, 0 abstentions.

9. Performing Arts Federation - Ms. Kathy Rowe questioned the allocation of funds for music rental and music purchase. Ms. Hess stated that the Student Budget Board had funded 33% and cut 67% of all requests for music purchases. Ms. Rowe again questioned why Student Budget Board funds would be used to support an academic program in that many of the organizations provide academic credit. Mr. Lineen stated that many people participating in these particular organizations do not take them for academic credit. Ms. Kathy Rowe moved to reduce the Performing Arts Federation budget across the board by \$625.00. This would decrease the allocation from \$28,722.00 to \$28,097.00. The motion was seconded. The Commission felt that since Performing Arts is a teaching curriculum, that it should be funded more heavily by the Performing Arts Department. In addition the Performing Arts Federation has a great potential to raise funds through admission fees. Dr. Thye suggested that the Student Budget Board review each year the number of participants and the number attending each performance sponsored by the Performing Arts Federation. Dr. Dean suggested that the Commission impose a restriction that a student group must exist and prove itself for one year prior to approaching the Student Budget Board for funds. Mr. Lineen spoke against a moratorium on funding for new organizations.

Dr. Dean acknowledged that it was evident that there was a great deal of dissatisfaction with the Performing Arts Federation budget. Following lengthy discussion, the vote was taken on the motion. The motion passed by a vote of 10 for, 3 against, 0 abstentions.

10. Regimental Band - This item was tabled due to the absence of Cadet Malcolm Tignor who accepted this item.
11. Residence Hall Federation - Mr. Cole Wolford lifted his exception.
12. Student Government Association - Mr. Chip Fortier moved to reinstate \$950.00 for telecommunications, i.e. toll calls. \$200.00 for non-student wages for the retention of a legal advisor and \$100.00 for student wages for pictures, some typing, and reimbursement expenses. In the total amount of \$1,250.00. This would increase the allocation from \$9,835.00 to \$11,085.00. The motion was seconded. Mr. Fortier then requested to change his motion to consider each of the three items separately. Mr. Chip Fortier moved to allocate \$950.00 to the Student Government Association for telecommunications, i.e. toll calls. This would increase the allocation from \$9,835.00 to \$10,785.00. The motion was seconded and passed by a vote of 6 for, 5 against, and 2 abstentions. Mr. Chip Fortier moved to increase the Student Government Association allocation by \$200.00 for non-student wages for the retention of a legal advisor. This would increase the allocation from \$10,785.00 to \$10,985.00. The motion was seconded and failed by a vote of 4 for, 8 against, and 0 abstentions. Mr. Chip Fortier moved to increase the Student Government Association allocation by \$100.00 for student wages. This would increase the

allocation from \$10,785.00 to \$10,885.00. The motion was seconded and failed by a vote of 5 for, 7 against, and 1 abstention. The final recommended Student Government Association budget is \$10,785.00.

The meeting was adjourned at 6:20 p.m.. The next meeting of the Commission on Student Affairs will be Wednesday, May 17, 1978 at 4:00 p.m. in the Rehearsal Room of Squires Student Center.

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The Commission on Student Affairs met on Wednesday, May 17, 1978 at 4:00 p.m. in the Rehearsal Room of Squires Student Center. The following members were absent: Dean J. R. Nichols represented by Dean Overton Johnson; Mr. Chip Fortier represented by Mr. George Parson; Dr. Lawrence Adler; Mr. Bruce Carrigan; Dr. Jeanne Howard; and Mr. Steve Mathews. The following items were considered:

10. Regimental Band - The Regimental Band's budget was cut \$712.00 for stage band equipment. The Regimental Band requested that \$300.00 be reinstated for an amplifier for the stage band. In addition the Regimental Band's budget was cut \$32.00 for 35mm films. They requested that \$20.00 of this be reinstated. Cadet Malcolm Tignor moved to increase the Regimental Band allocation by \$320.00 for an amplifier and 35mm films. This would increase the allocation from \$2,341.00 to \$2,661.00. The motion was seconded and passed by a vote 10 for, 2 against, and 1 abstention.
13. Urban Affairs Exchange - Mr. Lou Haley lifted his exception.
14. Virginia Tech Union - Mr. Cole Wolford lifted his exception.
15. Virginia Tech Unit (Rescue Squad) - The Rescue Squad requested the reinstatement of \$330.00 for the training of squad members, \$350.00 for equipment and speakers needed to teach their course and \$1,555.00 for equipment needed for technical training in the total amount of \$2,235.00. Dr. Thye arrived at this point of the meeting. The Virginia Tech Unit (Rescue Squad) spoke at length in support of their request. Ms. Mary Beth Hess said that the Student Budget Board would like to see many of the Rescue Squad programs become self sufficient. The Budget Board funds operational expenses, however, felt the training could be supported through generated funds such as charging for the courses. Mr. Lou Haley moved to increase the Virginia Tech Unit (Rescue Squad) allocation by \$2,235.00. This would increase the allocation from \$3,643.00 to \$5,878.00. The motion was seconded. Mr. Rives moved to amend the motion to vote on each of the three categories separately. The amendment was seconded and the amendment passed by a vote of 7 for, 6 against, 1 abstention. Mr. Rives moved to increase the Virginia Tech Unit (Rescue Squad) allocation by \$330.00 for training of squad members. The motion was seconded and failed by a vote of 1 for, 12 against, and 0 abstentions.

Mr. Jim Rives moved to increase the Virginia Tech Unit (Rescue Squad) allocation by \$1,555.00 for additional equipment needed for additional training. The motion was seconded and failed by a vote of 2 for, 11 against, and 0 abstentions. Mr. Jim Rives moved to allocate \$350.00 to the Virginia Tech Unit (Rescue Squad) for films and speakers needed to teach courses. The motion was seconded and failed by a vote of 0 for, 13 against, and 0 abstentions. Mr. Haley withdrew his original motion.

Ms. Mary Beth Hess outlined the status of the Commission actions to date concerning the Student Budget Board recommendations. They are as follows:

<u>Organization</u>	<u>Change to Allocate</u>	<u>CSA Approved Allocation</u>
Panhellenic Council	+\$450.00	\$ 2,004.00
Performing Arts Federation	-\$625.00	\$28,097.00
Regimental Band	+\$320.00	\$ 2,661.00
Student Government Association	+\$950.00	\$10,785.00

\$1,095.00 was allocated by the Commission in excess of the Student Budget Board recommendations. The Contingency Fund requested by the Student Budget Board was \$12,827.00. Mr. Bob Lineen stated that he would be amenable to taking the excess from the Contingency Fund but would caution the Commission that this would only leave \$11,732.00 in the Contingency Fund. This would be the lowest Contingency Fund for some years. Dr. Forest Thye moved to decrease the Contingency Fund by \$1,095.00 to fund the increased allocations approved by the Commission. This would change the Contingency Fund from \$12,827.00 to \$11,732.00. The motion was seconded and passed by a vote of 11 for, 0 against, 2 abstentions.

Mr. Lou Haley moved to approve the total allocations of student center fees for 1978-79 in the amount of \$261,706.00 with the changes made by the Commission. The motion was seconded and passed unanimously.

#### ANNOUNCEMENTS

1. The next meeting of the Commission on Student Affairs will be Thursday, May 25, 1978 at 4:00 p.m. in Room 344 of Squires Student Center. This will be the last meeting of Spring Quarter, 1978. There will not be another Commission meeting until July 12, 1978.
2. Throughout the Summer Session there will be two regularly scheduled Commission meetings. During first summer session there will be a meeting on Thursday, July 13, 1978 at 4:00 p.m. in Room 344 of Squires Student Center. During second summer session there will be a meeting on Thursday, August 17, 1978 at 4:00 p.m. in Room 344 of Squires Student Center.

3. The Secretary distributed a form to the members of the Commission in order to obtain a summer roster and address list. It was suggested that they fill it out and return it to the Secretary no later than Friday, May 26, 1978.
4. Mr. Robert Lineen requested consideration of a line item change in the current budget of the Student Government Association. Since the Student Budget Board will not meet prior to the May 25 meeting of the Commission, Mr. Lineen requested that the Commission consider this request directly. Dr. Dean asked that the Commission members consider taking a telephone vote on this item. The Chairman then authorized a telephone vote for this particular item.

cc: Dr. William E. Lavery  
Dr. A. H. Krebs  
Dr. John D. Wilson  
Mr. Minnis E. Ridenour  
Dr. Raymond D. Smoot, Jr.  
Dr. Ronald J. Nurse  
Mr. Warren H. Strother  
Ms. Elizabeth Bradley  
Mr. Thomas C. Lile  
Editor, Collegiate Times  
News Director, WUVT  
Mr. Robert A. Lineen

STUDENT BUDGET BOARD ALLOCATIONS

1978-79 Budget

<u>ORGANIZATION</u>	<u>1977-78 REQUEST</u>	<u>1977-78 ALLOCATIONS</u>	<u>1978-79 REQUEST</u>	<u>1978-79 BUDGET BOARD RECOMMENDATION</u>	<u>1978-79 CSA ALLOCATION</u>
Amateur Radio Association	\$ 726.	\$ 251.	\$ 829.	\$ 334.	\$ 334.
Angel Flight	390.	185.	390.	-0-	-0-
Arnold Air Society	807.	150.	777.	-0-	-0-
Cadet Honor Court	270.	220.	135.	25.	25.
Central Accounting Office	6,500.	6,500.	6,500.	6,500.	6,500.
<u>Collegiate Times</u>	21,121.	21,121.	24,711.	21,121.	21,121.
Corps of Cadets	6,262.	2,887.	4,481.	2,187.	2,187.
Extramural Sports Clubs	35,195.	11,759.	31,243.	11,433.	11,433.
Graduate Assembly	1,825.	455.	18,069.	4,887.	4,887.
Graduate Honor Court	435.	260.	-0-	-0-	-0-
Honor System	4,840.	4,840.	4,850.	4,300.	4,300.
Human Relations Council	9,095.	2,995.	8,485.	5,565.	5,565.
Interfraternity Council	9,275.	6,049.	9,760.	7,145.	7,145.
International Club	1,910.	1,620.	1,930.	1,500.	1,500.
Panhellenic Council	3,146.	2,126.	3,629.	1,754.	2,204.
Performing Arts Federation	49,582.	20,329.	54,115.	28,722.	28,097.
Regimental Band	9,227.	4,640.	6,265.	2,341.	2,661.
Residence Hall Federation	23,325.	16,768.	19,911.	14,832.	14,832.
Student Government Association	19,859.	10,654.	16,387.	9,835.	10,785.
Urban Affairs Exchange	-0-	-0-	485.	-0-	-0-
Virginia Tech Union	141,154.	109,983.	155,138.	117,755.	117,755.
Va. Tech Unit (Rescue Squad)	2,973.	2,973.	12,302.	3,643.	3,643.
Contingency Fund	15,000.	14,911.	15,000.	12,827.	11,732.
Small Grants Program	5,000.	5,000.	5,000.	5,000.	5,000.
(Other groups 1977-78)	2,325.	-0-			
<b>TOTALS</b>	<b>\$370,242.</b>	<b>\$246,676.</b>	<b>\$400,392.</b>	<b>\$ 261,706.</b>	<b>\$ 261,706.</b>