

VIRGINIA MILITARY INSTITUTE
Lexington, Virginia

GENERAL ORDER
NUMBER 67)

7 July 2023

VMI Extracurricular Activities and Clubs Policy

1. Purpose: The purpose of this policy is to provide guidelines for establishing, operating, and suspending extracurricular activities and clubs, to include club sports, at the Virginia Military Institute.
2. Overview: Extracurricular activities and clubs serve to enhance the academic, athletic, military, and intellectual experiences that are integral to the VMI education. These opportunities enhance Cadet professional development and offer leadership opportunities to practice academic, athletic, military, and personal skills. The goal is to offer a variety of clubs for which there is sufficient interest among members of the Corps of Cadets and resources to support. Proposals for new activities, clubs, organizations, or sports, herein referred to as “clubs,” must support these goals as well as have sufficient Cadet interest to ensure viability. Funding for club activities comes from various sources and are accountable within governing regulations and statutes.
3. Responsible Officials:
 - a. The Commandant is the office primarily responsible for extracurricular activities and clubs at VMI. The Commandant coordinates and synchronizes activities with the Office of the Superintendent and laterally across all VMI Departments and Agencies. The Commandant is responsible for the administration and oversight of extracurricular activities and clubs, except for academic, religious clubs/activities and CLE co-curricular programs which is under the administration and oversight of the department’s respective official. Further procedural guidance and information is contained in the Club and Extracurricular Activities Standard Operating Procedures, also known as the “Green Book.”
 - b. The Dean or designated representative is responsible for the administration and oversight of academic clubs and societies at VMI and serves as a member of the Cadet Extracurricular Activities Board.
 - c. The Institute Chaplain office has oversight of religious clubs and extracurricular activities and serves as a member of the Cadet Extracurricular Activities Board.
 - d. The Director, Center for Leadership and Ethics or representative has administration and oversight of the CLE-sponsored co-curricular programs and serves as a member of the Cadet Extracurricular Activities Board.

- e. The Office of the Superintendent provides policy guidance and direction on extracurricular activities and clubs, leads coordination with organizations external to VMI and serves as a member of the Cadet Extracurricular Activities Board.
- f. Cadet Extracurricular Activities Board (CEAB): The CEAB or “Board” is the governing body that reviews all organized Cadet activities that pertain to clubs formed under this General Order. The CEAB has the authority to approve or disapprove new club formation proposals as well as to suspend or terminate existing clubs. The CEAB may make modifications, changes, additions, or deletions to a proposed club charter to make it fully compliant with the Regulations, Orders and direction of the Superintendent or Commandant. CEAB determinations will be by majority vote. If a vote ends in deadlock, the President of the Board is the final determination. The CEAB meets as required and is composed of the following members:

Designated Members of the Board and Roles

- Commandant of Cadets serves as the President of the Board and is a voting member.
 - Commandant’s Director of Operations, chairs the Board and is a voting member.
 - The Institute’s Chief of Staff or designee serves as a voting member, provides representation from the Office of the Superintendent.
 - Associate Dean for Academic Affairs is a voting member and provides representation from the Dean’s office for academic clubs and societies at VMI.
 - Deputy Director, CLE is a voting member and provides representation from the Center for Leadership and Ethics for CLE-sponsored co-curricular programs.
 - Institute Chaplain is a voting member and provides representation for religious clubs and extracurricular activities.
 - The Commandant’s officer with oversight for Cadet Activities serves as the secretary of the Board.
 - The VMI Alumni Agencies provides a non-voting member to support the connection between the Alumni and Cadet Sports and activities.
4. Establishment: Clubs are established or continued in the following manner:
 - a. Requirements to establish and operate a new club:
 - 1). A proposal must be submitted to the Commandant’s Office. For an academic club or society, the Dean’s office must approve the proposal prior to submitting it to the Commandant’s Office, likewise for a religious club/activity the proposal must be approved by the Institute Chaplain prior to submission. A proposal must have, at a minimum, a charter which outlines the purpose of the club and how it enhances the athletic, military, academic, and/or intellectual tenets addressed above (see Paragraph 2); a list of names of Cadets interested in being a part of this club; a list and description of proposed activities that the club will undertake; a four year budget for each academic year; and the name of the advisor or coach(es); name of Cadet-in-Charge and Assistant Cadet-in-Charge, as well as email addresses and contact information.

- 2). Advisors or coaches are approved by the Commandant's office, or the Dean's office or the Institute Chaplain, or the Center for Leadership and Ethics, as applicable. Those officials can aid in securing qualified and interested faculty/staff members to serve in these positions.
- 3). Clubs must have a minimum of 8 active members who want to participate in such a club and its activities. Club sports teams must have the minimum number of athletes needed to field a team in a sport, but no less than 8 members. "Active members" must attend meetings/practices and participate in club activities/competitions. Cadet clubs are not open for membership to faculty, staff, members of the community or alumni unless authorized by the Commandant. Clubs must be open to all members of the Corps with the exceptions noted below.
 - a) New Cadets as Rats cannot be considered as "active members" until they become fourth class Cadets due to the training requirements of the ratline. Any requests for an exception to having rats included must be submitted in a timely manner to the Commandant's Office.
 - b) Academic societies wherein membership eligibility is based upon specified criteria, such as grade point averages, are not subject to the 8-member requirement.
 - c) NCAA Cadet-athletes are prohibited from participating in the same or like club sport as their NCAA sport. Any NCAA Cadet-athlete seeking to participate in a club sport unlike their NCAA sport must have written permission from the current coach of the Cadet-athlete's NCAA sport. If an NCAA Cadet-athlete is removed from or quits an NCAA sport, he or she must receive approval from the VMI NCAA compliance office before joining the club sports program. If an NCAA Cadet-athlete is removed from or quits an NCAA sport and joins the same or like club sport as the NCAA sport, the athlete has forfeited eligibility to return to that NCAA sport for that same competition season only.
 - d) New clubs must submit proposals for approval by 1 May of the academic year preceding the start of the club for the next academic year. Proposals for academic, CLE or religious extracurricular activities and clubs must be approved by the respective official from the Office of the Dean, CLE, and Institute Chaplain first, then be submitted to the Office of the Commandant for final coordination and implementation. New clubs are not authorized to begin until approved by the CEAB. Out of cycle approvals are by exception only and require the Commandant's approval prior to the proposal process.
 - e) Requirements to continue an existing club into the next academic year: The list of new Cadet leaders/officers should be submitted with the request, along with any changes or updates to the charter by 1 May. The CEAB retains the authority to review the number of clubs as well as club activities and can suspend or terminate a club as detailed in below.
 - f) Club Fairs: To assist in educating members of the Corps on extracurricular and club activities, Club Fairs will be conducted during the academic year. Times and dates will be announced to the Corps.

- g) To avoid suspension, clubs must have 8 active members listed on a roster by 12 September for the fall semester and 12 February for the spring semester.

5. Suspension or Termination of Clubs: The continued operation of a club at VMI is dependent upon such factors as sufficient Cadet interest, adequate funding and support, and adherence to both the club's approved charter as well as the rules of the Institute. A club may have its charter either suspended for a specified period or terminated by a majority vote of the CEAB. Any VMI official may propose such an action. Such proposals and the reasons therefore must be submitted to the CEAB. The individual members of the CEAB can initiate these actions on their own. The club officers will be advised of the proposal and given the opportunity to respond in writing to the CEAB. Decisions of the CEAB are final.

6. Operational Activities: Clubs meet in accordance with General Order Number 1 and the Cadet Daily Schedule. Strict adherence to the time constraints outlined in GO 1 must be followed. Any request for exceptions must be to the Commandant's Office but coordinate first with the Department or Agencies who control that period. Applicable Rules and Restrictions: Clubs and VMI organizations hosting events are prohibited from offering childcare services to participants attending the event. It is the responsibility of club members and their advisor/coaches to ensure that all club activities and operations meet all applicable federal, state, local, and Institute rules and regulations. Included among those are the following Institute regulations and rules:

- The Regulation for the Good Order and Discipline of the VMI Corps of Cadets or the Blue Book
- The Operating Procedures for the Recreational Activities of Cadet Life or the Green Book
- General Order #2, Alcohol Policy
- General Order #13, Superintendent's Statement on Equity
- General Order #16, Discrimination, Harassment, & Sexual Misconduct, General Order #23, VMI Driver Qualification and Vehicle Use Policy
- General Order #44, Solicitation Policy; and
- General Order #72, Event Scheduling Policy
- General Order #90, Retaliation Policy

FOR THE SUPERINTENDENT:

John M. Young
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Chief of Staff

Dist: E, Cadets

OPR: CEAB