

VIRGINIA MILITARY INSTITUTE
Lexington, Virginia

GENERAL ORDER
NUMBER 67)

17 August 2020

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 VMI.
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. 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 cadet fees and other sources, so care must be exercised to ensure that these extracurricular activities and clubs are functioning properly. The goal is to offer a variety of clubs for which there is sufficient interest among members of the Corps of Cadets.
3. Responsible Officials:
 - a) Deputy Commandant for Support: The Deputy Commandant for Support is responsible for the administration and oversight of extracurricular activities and clubs at VMI except for academic and religious clubs/activities and CLE co-curricular programs. Further procedural guidance and information is contained in the Club and Extracurricular Activities Standard Operating Procedures, also known as the “Green Book.”
 - b) Associate Dean for Academic Affairs: The Associate Dean for Academic Affairs is responsible for the administration and oversight of academic clubs and societies at VMI.
 - c) Institute Chaplain: The Institute Chaplain has oversight of religious clubs and extracurricular activities.
 - d) Deputy Director, Center for Leadership and Ethics has administration and oversight of the CLE-sponsored co-curricular programs
 - e) Cadet Extracurricular Activities Board (CEAB): The CEAB 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 suggested modifications, changes, additions, or deletions to a proposed club charter in order to make it fully compliant. CEAB determinations will be by majority vote. The CEAB meets as required and is composed of the following members:
 1. Commandant of Cadets
 2. Deputy Commandant for Support, Chair
 3. Chief of Staff

4. Inspector General
 5. Associate Dean for Academic Affairs
 6. Deputy Director, CLE
 7. Director of Cadet Activities, Recorder
- f) Commandant of Cadets: The Commandant, or his designee, is responsible for approving all permits for club activities. It is incumbent upon the individual club officers to submit the requisite permit for their activities. Cadet club officers should work closely with their advisor or coach as part of this process. Permits should be approved by the coach/advisor in advance prior to submission to the Commandant's Office through the Deputy Commandant for approval.
- g) Advisor or Coach: Extracurricular activity clubs will have one or more assigned advisors, and club sport teams will similarly have one or more assigned coaches. These officials have the responsibility to ensure that cadet club activities meet all requirements to operate, which include this General Order, the Blue Book, and Green Book.
4. Establishment: Clubs are established or continued in the following manner:
- a) Requirements to establish and operate a new club:
 1. Must submit a petition to the Deputy Commandant for Support or, if an academic club or society, the Associate Dean for Academic Affairs, or for a religious club/activity to the Institute Chaplain. This petition must have, at a minimum, a proposed 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 proposed budget for the academic year; and the name of the advisor or coach(es); name of cadet CIC and ACIC as well as email addresses and contact information.
 2. Have an advisor or coach approved by the Deputy Commandant for Support, the Associate Dean for Academic Affairs, or the Institute Chaplain, 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. Clubs must be open to all members of the Corps with the exceptions noted below.
 - i. 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 Deputy Commandant for Support.
 - ii. Academic societies wherein membership eligibility is based upon specified criteria, such as grade point averages, are not subject to the 8-member requirement.
 - iii. 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 particular NCAA sport for that same competition season only.

4. New clubs must submit petitions for approval to the Deputy Commandant for Support, the Associate Dean for Academic Affairs, or the Institute Chaplain, as applicable, by 1 May of the academic year preceding the start of the club the next academic year. New clubs are not authorized to begin until approved by the CEAB. CEAB actions will be by majority vote.
 - b) 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 Paragraph 5 below.
 - c) 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.
 - d) To avoid suspension, clubs must have 8 active members listed on a roster submitted to the Deputy Commandant for Support, Associate Dean, or Institute Chaplain, as applicable, 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 Deputy Commandant for Support, Associate Dean of Academics, or Institute Chaplain, as applicable, who will then transmit them 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, the Cadet Daily Schedule. Strict adherence to the time constraints outlined in GO 1 must be followed. Any request for exceptions must be made through the Deputy Commandant for Support, Associate Dean for Academic Affairs, or Institute Chaplain, to the senior VMI official (Commandant, Dean, ROTC, etc.) who controls 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 Blue Book;
- 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 #XX, Retaliation Policy

FOR THE SUPERINTENDENT:

James P. Inman
Colonel, US Army (Ret)
Chief of Staff

Dist: E, Cadets

OPR: CEAB