VIRGINIA MILITARY INSTITUTE
Lexington, Virginia

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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 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 are functioning properly. The goal is to offer a unique variety of clubs for which there is sufficient interest among members of the Corps of Cadets.

3) Responsible Officials:
   (a) Deputy Commandant: The Deputy Commandant is responsible for the administration and oversight of extracurricular activities and clubs at VMI except for academic clubs. 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) 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, Chair
3. Chief of Staff
4. Executive Assistant to the Superintendent
5. Inspector General
6. Associate Dean for Academic Affairs

   (d) 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 them in advance prior to being submitted to the Commandant’s Office through the Deputy Commandant for approval.
(e) Advisor or Coach: Extracurricular activity clubs will have one or more advisors assigned to them and club sport teams will similarly have one or more coaches assigned to them. These officials have the responsibility to ensure that cadet club activities and performance meets 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 or, if an academic club or society, the Associate Dean for Academic Affairs. 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;

(2) Have an advisor or coach approved by the Deputy Commandant or Associate Dean for Academic Affairs, as applicable. Those officials can provide assistance 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 particular sport, but no less than 8 members. “Active members” must attend meetings/practice and participate in club activities/competition. 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 for Rats. Rats cannot be considered as “active members” until they become fourth classmen 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. Additionally, academic societies wherein membership eligibility is based upon specified criteria, such as grade point averages, are not subject to the 8 member requirement. NCAA athletes are prohibited from participating in the same or like club sport as their NCAA sport. Any NCAA athlete seeking to participate in a club sport unlike their NCAA sport must have written permission from the current coach of their NCAA sport. If an NCAA athlete is removed 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 athlete is removed or quits an NCAA sport and joins the same or like club sport as the NCAA sport they were a member of, the athlete has forfeited their eligibility to return to that particular NCAA sport.

(4) New clubs must submit their petitions to the Deputy Commandant or the Associate Dean by 1 April of the academic year preceding the start of the club the next academic year. New clubs are not authorized to begin until they have been reviewed and 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 their 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 or Associate Dean by 12 September for the fall semester and 12 February for the spring semester. See paragraphs 4a1-3 for requirements.

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 their approved charter as well as the rules of the Institute. A club may have its charter either suspended for a specified period of time 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 or Associate Dean, 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 Office of Deputy Commandant or Associate Dean to the senior VMI official (Commandant, Dean, ROTC, etc.) who controls that time period.

7) Applicable Rules and Restrictions: Clubs and VMI organizations hosting events are prohibited from offering child care 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, and Institute rules and regulations. Included among those are the following Institute regulations and rules:
   (a) The Blue Book;
   (b) The Green Book;
   (c) General Order #2, Alcohol Policy;
   (d) General Order #23, VMI Driver Qualification and Vehicle Use Policy; and
   (e) General Order #44, Solicitation Policy.

FOR THE SUPERINTENDENT:

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

Dist: E, Cadets
OPR: CEAB