

MEMORANDUM

TO: THE COUNCIL ON STUDENT AFFAIRS

FROM: WIN ADISSEM, CHAIR, SIGNATURE EVENTS REVIEW COMMITTEE

SUBJECT: RECOMMENDED SIGNATURE EVENTS ALLOCATION

DATE: APRIL 6, 2018

Background: In February of 2018, a group of 8 individuals (Appendix 1) representing various constituencies across student life were charged by the Chair of the Council on Student Affairs, Stephen Post, to complete a comprehensive fiscal programmatic review of the Student Activity Fee funded Signature Events. As a result of this process, the Review Committee has developed a recommendation for the allocation of Signature Event dollars over the next three years. All current Signature Events and any current University wide events were invited to apply Signature Event funding. A total of thirty-two applications were submitted.

Committee Methodology: The review process began with a written application due on January 15th 2018. After receiving these applications, the committee determined 4 dates in which to hold individual organization presentations. All applying organizations were given the opportunity for an in person presentation. Each organization was given a full 7-minute presentation with 5-7 minutes of questions. If the committee had additional questions regarding their presentation they were contacted via e-mail. Following the event presentations, the Committee moved into a deliberation stage where each event was evaluated based on the definition of a Signature Event: a program planned by students, that attracts or has the potential to attract 1,000 student participants that is identified with OSU. The program shall enhance social and community engagement while broadening the Ohio State experience for all students. The Committee also considered the following priorities: potential for success, value/fiscal responsibility, diversity, community building, and/or outreach to underserved populations, tradition/history of success, and academic and education merit.

The committee met for presentations 1/24 from 6 pm – 8 pm, 2/1 from 5:30 pm – 7:30pm, 2/8 from 6 pm – 8 pm, and 2/14 from 6 pm – 8 pm, for deliberation 2/21 6 pm – 10 pm, and reconvened on 3/5 from 6 pm – 67 pm for a total of 13 hours.

Findings: Each funded event showed merit and promise in a different way. The committee acknowledges the growth in diversity and reach of these events over the years, which mirrors that of the university and will result in an enrich student experience. The committee was consistently impressed with the dedication and passion displayed. The committee identified 24 events (18 returning from the last cycle) that comply with the priorities, structure, and spirit of Signature Event funding. It is recommended that the Council on Student Affairs approves the three-year allocation of Signature Event dollars in this distribution (See Appendix III). Part of the Memorandums of Understanding that will be signed between the Council on Student Affairs and the sponsoring organizations for the Signature Events will include both standard and customized requirements that the events will be required to adhere to. The Ohio Union Council will review the events on a consistent basis, and should the Council on Student Affairs feel the need, all events can be asked to submit for a full review to the Council.

The Signature Events Review Committee approved this allocation distribution unanimously.

Appendix I (Membership)

Name	Constituency
D'Andra Mull	Student Life
Jasmine Richardson	Council of Graduate Students
Polly Sy	Ohio Union Council
Quanta Taylor	Student Life
Roxana Buda	Graduate Student (At Large)
Stephen Post	CSA
Tonya Dawson (Ex-Officio)	Student Life
Win Adissem (Chair)	Ohio Union Council

APPENDIX III

Signature Event	Amount Approved	Percentage of Total Budget
Residence Life CMA	\$580.00	0.23%
Block O Watch Party	\$2,000.00	1%
Relay for Life	\$4,100.00	2%
APIDA	\$4,500.00	2%
NPHC Step Show	\$4,500.00	2%
Residence Life: COSI and CMA	\$4,500.00	2%
Bellweather Improv Show	\$5,460.00	2%
African Night	\$5,500.00	2%
Off the Lake	\$5,900.00	2%
Ted X OSU	\$6,800.00	3%
Sustained Dialogue	\$7,000.00	3%
LUNA	\$7,000.00	3%
R U OK Day	\$7,000.00	3%
Buckeye Nation	\$8,000.00	3%
International Welcome Party	\$8,300.00	3%
Alleviating Poverty Through Entrepreneurship	\$9,000.00	4%
Welcome Week	\$10,000.00	4%
Taste of OSU	\$13,500.00	5%
HackO-Hio	\$17,000.00	7%
Homecoming Parade	\$20,000.00	8%
Thanksgiving Dinner	\$21,000.00	8%
Commencement Week	\$24,000.00	10%
African American Heritage Festival	\$25,000.00	10%
Student Involvement Fair	\$30,000.00	12%
Total Approved	\$250,640.00	100%