

COUNCIL ON STUDENT AFFAIRS: Meeting Minutes

Date and Attendance

3:30 PM – 5:00 PM

April 21, 2025

Attendance: Peter Carrera, Dr. Matt Couch, Brittany Crall, Sherri Klatt, David Miller, Adam Fromme, Rosemary Mullaghy, Jennifer Wolfe, Andrew Miles, Sunny Saini, Harpreet Singh, Ashley Swisshelm, Kirsten Myers, Kenneth Madsen, Bryan Perez Soto, Dr. Danny Glassmann, Bobby McAlpine, Dr. Melissa Shivers

Guest Attendance: Jared Gardner

Absent: Mike Abito

Old Business

1. Approval of Meeting Minutes (April 14, 2025)
2. Motion to approve by Sunny/Seconded by Adam

New Business

1. Approval of Agenda
 - a. Motion to approve by Adam/Seconded by Sunny
2. Land Acknowledgement: earthworks.osu.edu/land
3. Committees: Issues & Allocations
 - a. Issues – Sunny Saini
 - i. Finished up the year strong.
 - ii. Continuing conversations with guest speakers from this year.
 - b. Allocations – Kirsten Myers
 - i. No major comments for the guidelines
 - ii. Next week allocations only members will attend next week's full council meeting
4. Student Government Updates
 - a. USG
 - i. Results are still pending the Student Life review
 - ii. Bobby's Last CSA Meeting
 1. Plans to work with incoming administration to make sure there is a smooth transition.
 - iii. Continuing using funds from CSA to ensure students are getting what they need. Safety devices will be purchased during the Summer and distributed during the Fall.
 - b. CGS
 - i. Elections for Senators
 - ii. New officer beings onboarded
 - iii. Graduate Student Appreciation Week went well

- c. IPC
 - i. Wrapping up the end of the year.
 - ii. Meeting with Deans, Provost, and Presidents of each college
 - iii. New exec board starts May 1st
- 5. Office of Student Life (Updates from Danny Glassmann)
 - a. OUAB Breakfast – April 22nd at 9 – 10:30 AM
 - b. Closing and move out is taking place now
 - c. Summer Orientation – Life Outside the Classroom and Get Involved Sessions from Student Life
 - d. Monda Student Resource Center opening on April 25 at 2 PM
 - e. Buckeye Commons update
 - i. Advisory group created to get feedback about new name, goals, and purpose of the space.
 - ii. After the CBSC was sunset the physical space was fully reenvisioned and a new area to be known as Buckeye Commons was created
- 6. SAF Primary Distribution Voting: (exact language: [2026-2029 SAF Review](#))
 - a. Questions from the group
 - i. What is the usage data for certain programs?
 - 1. Many beneficiaries submit attendance numbers / students served for their programs and services. Some do not. As part of an update from the SAF review this year CSA will be updating the annual reports outline beneficiaries submit to CSA with specific questions requesting attendance / students served numbers. This will be done for future SAF reviews as well
 - ii. What was the process behind deductions and reductions for certain groups?
 - 1. Funding beneficiaries was determined by looking at each beneficiary's pre covid budget, which SAF tried to meet for as many beneficiaries as possible, and at each beneficiary's budget for the past three years. Revenue is flat, this tied with the large increase of costs in certain beneficiaries resulted in some flat reductions and some proportional reductions in beneficiary budgets compared to their past three years. The SAF report will provide further details
 - 2. Consistent reporting from all beneficiaries will help to support the decisions that are made by the SAF Committee
 - iii. How will you determine the staffing that need to be funded?
 - 1. SAF will look at the position description and then consider the funding. Positive feedback and tangible outcomes help to support funding.
 - b. Updates

- i. Variable beneficiary amounts
 - ii. Fixed budget allocations
- c. Move to vote – Sunny Saini
 - i. Full vote of yes for SAF Primary Distribution Voting

7. CSA Procedures Voting (exact language: [CSA Procedures 2025 Track Changes.docx](#))

- a. Adjustment from previous iteration of rules made to the vice chair – will keep language allowing them to run full council if Chair is absent
- b. Change for Allocations Committee – helps allocations receive their full membership through student orgs.
- c. Questions about the changes
 - i. Many of the changes are meant to create consistency with current practices
 - ii. How would financial carry out distribution, carry forward, and reserve fund?
 - 1. SAF distributes funds in three ways, through the 3 year SAF, at the start of every year with reclaimed carryforward, and at any point during the year with available funds including the reserve fund. Language update clarifies each of the three ways.
 - 2. Question / concern about potential depletion of reserve fund, ensuring enough remains within it to properly fund the Student Organizations line in the event it goes over / in the event a beneficiary ends the year with a negative balance.
 - 3. Discussion: purpose of this particular update is not to open a new formalized process for funds such as the SAF or annual reclaimed carryforward distribution, simply to enshrine and make transparent CSA's ability to distribute available funds from the fee as necessary at any point during the year based on a majority Council vote.
 - 4. Solution: added language that the emergency fund cannot be depleted, increased the minimum amount of the reserve fund to \$75k, indicated that \$30k must always be kept in the reserve fund for emergencies such as beneficiary deficits.
 - 5. Move to increase reserve fund amount with a minimum amount of \$30K; Move to add language to clarify the reserve fund
 - a. Motion by Peter – unanimous vote
 - iii. Will a survey be distributed for presentations or is a schedule predetermined?
 - 1. This is an error in the current draft. Changes made to align in document
 - iv. Are all members able to vote?
 - 1. No, all voting members are able to vote. Changes made to align in document
 - v. Voting details for Procedures Update

1. Motion to Vote Sunny / Second Peter to approve all updates to document except for Article 9, Section A
 2. Roll call vote
 - a. Member 1: Yes
 - b. Member 2: Yes
 - c. Member 3: No
 - d. Member 4: Yes
 - e. Member 5: Yes
 - f. Member 6: Yes
 - g. Member 7: Yes
 - h. Member 8: Yes
 - i. Member 9: Yes
 - j. Member 10: Yes
 - k. Adjustment has passed.
 3. Article 9, Section A to be finalized and voted on during next full council meeting on 4/28
8. CSA Disruption Update for 2025-2026 Code of Student Conduct Review Voting: (exact language: [2024 CSA Code Disruption Updates.docx](#))
- a. Move to vote for passing finalized language to Code to the 2025-2026 Code of Student Conduct Review committee. Committee to update Code with this language as well as other potential changes submitted by UCB's current review.
 - i. All nine votes needed to pass.
9. CSA Student Org Registration and Funding Guidelines: ([Student Organization Registration and Funding Guidelines Track Changes.docx](#))
10. Open Floor/Announcements/Questions
- a. Congrats to CSA graduates!
 - i. Sunny Saini
 - ii. Bobby McAlpine
 - b. Congrats to those who have serve their terms:
 - i. Adam Fromme
 - ii. Deborah Grzybowski
 - iii. Peter Carrera – Completing time as Chair
 - iv. Kirsten Myers (Allocations) and Sunny Saini (Issues)
11. Adjournment
- a. Motion to adjourn by Sunny/Seconded by Adam