

# COUNCIL ON STUDENT AFFAIRS: Meeting Minutes

## Date and Attendance

3:30 PM – 5:00 PM

March 3, 2025

Attendance: Peter Carrera, Matt Couch, Kirsten Myers, Sunny Saini, Jennifer Wolfe, David Miller, Harpreet Singh, Lucille Toth (in place of Kenneth Madsen), Ashley Swisshelm, Jack Meyer, Sheri Klatt, Adam Fromme, Lorraine Pennyman, Abraham Haikal, Danny Glassmann

Guest Attendance: Matthew Doyly, Director of Events and Conferences

Absent: Bobby McAlpine, Brittany Crall, Elizabeth Rowles, Mike Abito

## Old Business

1. Approval of Meeting Minutes (February 17, 2025)
  - a. Motion to approve by Peter/Seconded by Ashley

## New Business

1. Approval of Agenda
  - a. Motion to approve by Peter/Seconded by Ashley
2. Land Acknowledgement: [earthworks.osu.edu/land](http://earthworks.osu.edu/land)
3. Committees: Issues & Allocations
  - a. Issues – Sunny Saini
    - i. Student Life Financial Management – Dan Huffman & Dave Wisely
      1. How is Student Life funded? - A breakdown of funding intake and distribution
      2. Are there any annual reports that students can access?
      3. How has the student wage increase impact your work?
  - b. Allocations –Kirsten Myers
    - i. Congrats to Dr. Sahana!
    - ii. Internship for Kirsten at Georgia State!
    - iii. Allocations for spring are done early.
    - iv. Working on guidelines to review
      1. The audit process for programming and operating funds to be reviewed as well.
        - a. Gaps: communication needs to improve, specifically for the audit information and process needed for after the event for organizations.
          - i. There is a fix for future but for now, organizations can correct the error this year. However, moving forward, organizations will need to meet their deadlines.

- ii. Motion for Allocations to consider noted audits, totaling \$5443 that were submitted late in Fall 1 and Fall 2, and to consider audits submitted within 14 days of the deadline for Spring 1 and Spring 2 as a stopgap until the updated student org guidelines are completed.”
      - 1. Peter motioned/Adam seconded
      - 2. Majority voted in favor for the consideration
- 4. Guest Speaker: Matthew Doyly, Events and Conferences
  - a. Office opened in 2023
  - b. Events and Conferences serves as a one-stop shop for students, university departments, and corporate clients to plan and execute premier events.
    - i. Venues
      - 1. Ohio Union
      - 2. North District Event Spaces (Residence halls first floor event spaces)
      - 3. Outdoor Event Spaces
      - 4. Recreational Sports
      - 5. Classroom Spaces (for student orgs) - partnered with registrar’s office for scheduling
  - c. Client base
    - i. Number #1 client are student orgs. 24, 078 bookings, one event or recurrence is one booking.
    - ii. 21,724 bookings for university departments served
    - iii. 1155 bookings for external clients (Columbus City Schools, US Bank, Ohio Department of Public Safety)
  - d. Pricing
    - i. All pricing is done at a standard rate. Compared to other competitors in the area like Nationwide and the Convention Center.
    - ii. 60% discount from the Standard Rate for student orgs
    - iii. Classrooms for students orgs outside of class time are provided at no cost.
    - iv. No seasonal or timing-based variations in pricing
  - e. Space utilization
    - i. April and October are peak booking periods
    - ii. Most frequently booked spaces: for Ohio Union: Dance Room 1 and 2, Alonso Family Room, Barbie Tootle
      - 1. Outdoor: the Main Oval is the most popular
    - iii. Unbookable spaces in the Union are open for students because the Union is ultimately meant for students
  - f. Food and Beverage
    - i. Every event has a planner. Each planner works with gluten free, dairy free, nut free, vegan, and vegetarian.

- ii. Halal meals need a 4 week notice because they are ordered through distributors. Hillel on Campus and other distributors provide kosher meals
  - g. Partnership with Ohio State Police
    - i. Planners work with clients for context. Most times clients request security measures for events late at night (Buckeyethon)
    - ii. Client, event planner, staff, and safety management will meet to finalize concerns and measures
  - h. Additional questions
    - i. How do you work with protests?
      - 1. If the group needs any materials, they will need a reservation for space.
      - 2. If the group moves around, no reservation is needed. However, if they are taking up reserved spaces and continue to move in close proximity, then a reservation is needed.
    - ii. Utilization of the North District spaces – Is there interest from external clients?
      - 1. Typically, reservations are through internal groups. Due to parking and locations, external groups find it challenging.
    - iii. Will be more utilization of spaces like 4-H and WOSU?
      - 1. Yes, this is in the works. There are senior planners trying to bring larger clients into these venues.
5. Student Government Updates
- a. USG
    - i. Bobby McAlpine is in DC, representing OSU at the Big Ten Student Leaders National Conference. Working to protect and influence student outcomes with legislators
    - ii. USG election ballots opened today at noon.
  - b. CGS
    - i. Officer elections this Friday
    - ii. Senator nominations this Friday – Delegate nominations next weekend
    - iii. Current president is running again – current VP is not re-running
    - iv. Hayes Advanced Research Forum hosted last week.
  - c. IPC
    - i. Sahana will begin clinicals so Ashley will be taking over with updates
    - ii. Busy navigating current legislation
      - 1. Planning to host a town hall for students to feel heard.
    - iii. Annual Drag Show coming up in a month.
    - iv. Conference also approaching
    - v. Elections are coming up on March 23<sup>rd</sup>. President, EVP, and CEO will be elected.
6. Office of Student Life - Updates from Dean Glassmann
- a. CBSC programs and ODI was discontinued last week. Student Life has been working to approach these changes

- b. SFL is going through a program review this semester as well as Student Conduct. This is conducted every five years.
  - c. Monda Student Resource Center is opening in April – all CSA members are invited to attend. MSRC meant to serve as a one-stop shop for students.
  - d. This Sunday is Daylight Savings Time! Clock are moving forward.
- 7. Discussion about recent changes in CBSC and ODI
  - a. To stay up to date with university changes: <https://oncampus.osu.edu/learn-more/legislative-info>
  - b. CSA as a part of the university Senate cannot take a stance on any university matters.
- 8. Open Floor/Announcements/Questions
  - a. Code of Student Conduct
    - i. The group is working on revising a few options based on feedback – CSA will vote once that is complete
  - b. Student Activity Fee Review
    - i. Is ongoing, once process is completed CSA will be able to review.
- 9. Adjournment
  - a. Motion to adjourn by Peter/Seconded by Ashley