

OHIO STATE UNIVERSITY SENATE ANNUAL REPORT COVER SHEET

Executive Summary

Period: 2023-2024

Current Committee Chair: Peter Carrera.55

Incoming Committee Chair: Peter Carrera.55

Committee Members: Please see page 3 of the report, there are 18 voting members, 6 subcommittee-only voting members, and 8 non-voting members.

Number of Meetings: The Council on Student Affairs had 12 Full Council Meetings, 12 Issues Subcommittee meetings, and 76 Allocations Subcommittee meetings.

Do you have Bylaws? If yes please Attach. Yes, see attached.

Briefly describe the key accomplishments of your committee this year:

Finalized and implemented the Student Code of Conduct. Updated method of hearing reports and completing advocacy. Updated CSA Procedures and the Student Organization Organizations Guidelines. Completed advocacy with many different university entities such as Housing and Residence Education, Transportation and Traffic Management, and Dining Services. Collaborated with all student government organizations and other Student Activity Fee beneficiaries to redistribute carryforward.

Please reflect on the goals set for this committee identified in the prior Annual Review and describe how they were addressed: N/A

Please indicate key goals this committee wants to accomplish in 2024-2025.

The primary goal for the upcoming year will be to complete the 3-year Student Activity Fee Review and continue advocacy to improve the student experience at OSU.

Did you consult with any other Senate Committees? Are there other committees with which you feel this committee should connect in 2024-2025?

CSA interacted closely with COAM, Steering, and Rules.

Please see below all meetings outside of the 60 small group Allocations Subcommittee meetings.

Date	Start	End	Building	Room
8/28/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
9/11/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
9/18/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Suzanne M. Scharer Room
9/18/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Tanya Rutner Hartman Room
9/25/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
10/2/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Suzanne M. Scharer Room
10/2/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Tanya Rutner Hartman Room
10/9/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Tanya Rutner Hartman Room
10/16/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Suzanne M. Scharer Room
10/16/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Tanya Rutner Hartman Room
10/23/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
10/30/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
10/30/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Student-Alumni Council Room
11/6/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
11/13/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Suzanne M. Scharer Room
11/13/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Tanya Rutner Hartman Room
11/20/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
11/27/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Suzanne M. Scharer Room
11/27/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Tanya Rutner Hartman Room
12/4/2023	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite

Date	Start	End	Building	Room
1/8/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
1/22/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
1/29/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Creative Arts Room
1/29/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Milestones Room
2/5/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Creative Arts Room
2/12/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Suzanne M. Scharer Room
2/12/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Tanya Rutner Hartman Room
2/19/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
2/26/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Hays Cape Room
2/26/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Tanya Rutner Hartman Room
3/4/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
3/18/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Suzanne M. Scharer Room
3/18/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Tanya Rutner Hartman Room
3/25/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
4/1/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Suzanne M. Scharer Room
4/1/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Tanya Rutner Hartman Room
4/8/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite
4/15/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Suzanne M. Scharer Room
4/15/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Tanya Rutner Hartman Room
4/22/2024	Mon 3:30 PM	5:00 PM	Ohio Union	Sphinx Centennial Leadership Suite

Guests included:

- Ohio State University Police Department, Police Chief Spears-McNatt
- Student Employment Experience (SEE), Taylor Koon
- Off-Campus and Commuter Student Services, Dilna Cama
- Student Wellness Center, Re’Nesha Weston
- Leadership & Community Engagement, Kristen Rupert Davis
- Buckeye Careers, Nancy Thompson
- Second-Year Transformational Experience Program (STEP), Julie Schultz
- Student Health and Wellbeing, Ryan Lovell
- Student Health Services, Gladys Gibbs
- Sustainability, Tom Reeves
- Ohio Union Activities Board
- Transportation and Traffic Management, Tom Holman
- Dining Services, Zia Ahmed
- Housing and Residence Education, Dr. Qiana Smith, Christy Blessing, Jennifer Nelson, Barb Kefalas
- Student Legal Services, Frank Kremer



The Council on Student Affairs

Annual Report 2023 – 2024

"CSA serves as the principal link between students, the faculty, and administration. The Council is a forum that encourages a sense of community among students, faculty, and staff."

I. Council on Student Affairs

Purpose

The Council on Student Affairs (CSA) is broadly responsible for overseeing the student experience from a co-curricular perspective. CSA serves as the principal link between students, the student governments, the faculty, and administration to encourage a sense of community and improve the quality of student life on campus. The best interests of all students are at the forefront of the Council's mission. CSA's primary responsibilities include:

- Administer and create regulations pursuant to the Rules of the University Faculty, the bylaws, and the statutes, insofar as they pertain to the quality of student life
- Approve policies that govern the registration, rights, privileges, and obligations of student organizations, such as fraternities and sororities, student publications, and student governments
- Initiate reviews of any issue that is relevant to the student co-curricular experience
- Initiate recommendations and review proposals regarding policies that may affect student life quality
- Review, allocate, and administer the Student Activity Fee
- Review the Student Code of Conduct
- Advise the Senior Vice-President for Student Life on the services, programs, and administration of the Office of Student Life
- Advise other university departments and administrative units regarding proposed changes within those departments and units that may affect student rights and responsibilities

Overview

This year, CSA worked to finalize and implement the Student Code of Conduct completed during the 2022-2023 academic year. CSA also worked on changing and updating the method of hearing reports and completing advocacy. In previous years CSA heard from a fixed number of the same departments and areas, the current plan allows CSA to choose which areas they want to interact with based on the interests of the current committee. Additionally, CSA updated its Procedures, bringing them in line with current operational practices.

The Issues Committee worked on issues within the Housing and Residence Education (HRE) Department, Transportation and Traffic Management Department, and Dining Services. Within HRE, they worked on issues surrounding housing accommodations, safety on campus, and the common room spaces. Within Dining Services, they worked on food quality, dietary restrictions, and healthy and nourishing food option issues. For Transportation and Traffic Management, they worked on safety within transportation, issues for commuter students, and different modes of transportation. Lastly, they worked with CGS to implement gender neutral restrooms in on campus buildings.

Allocations gathered, reviewed, and implemented changes for Student Organization Guidelines and procedures. They also completed important work in administering the 4.5M Student Activity Fee (SAF) and approving Programming Funding requests for the entire year.

Council on Student Affairs Membership

Voting Student Members	Affiliation
Peter Carrera	CGS (CSA Chair)
Kirsten Myers	USG (Issues Co-Chair)
Krutant Mehta	CGS (Issues Co-Chair)
Jack Tumulty	USG (Allocations Chair)
Bobby McAlpine	USG
Anthony Alatalo	USG
Ayah Aldosari	USG
Michelle Lee-Scott Beverly	CGS
Jordan Kalthoff	IPC
Sheridan Tassy	IPC

Non Voting Members	
Dr. Melissa Shivers	Senior Vice President for Student Life
Dr. Danny Glassman	Dean of Students and AVP for Student Engagement and Support
Akua Nelson	CSA Secretary
Dr. Matt Couch	Associate Dean of Students
Elizabeth Rowles	CSA Fiscal Coordinator
Brittany Crall	OSU Business Manager
Carlisle Salapare	OUC, chair
Alina Cioletti	Rec Sports, chair

Student Life Staff (Voting)	
Lorraine Pennyman	OSL
Annie Maxwell	OSL

Faculty Members (Voting)	
Mandy Fox	Faculty, Vice-Chair
Alison Armstrong	Faculty
Adam Fromme	Faculty
Emily Buck	Faculty
Harpeet Singh	Faculty
Deborah Gryzbowski	Faculty

Allocations-only Members (Voting)	
Lily Richards	OUAB
Elena Rich	Student Org Rep
Darcy Mass	Student Org Rep
Brooke Olson	OSL Staff

Issues-only Members (Voting)	
Hawwii Asoba	USG (Issues Co-Chair)
Debosmita Pathak	CGS

II. Issues Committee

This year the Issues Committee focused on several topics including Transportation, Dining Services, Residential Education, and Legal Services. Leaders from each University department in charge of these areas were invited to CSA Issues meetings. Leaders from the Transportation and Traffic Management (TTM), Dining Services, Housing and Residence Education, and Student Legal Services departments all gave talks at either Issues Subcommittee meetings or CSA Meetings. These talks lead to a better understanding of challenges faced by students and more insight on how the University is making efforts to better address these issues. These conversations allowed CSA Issues to highlight areas that could be improved on and relay feedback back to the OSU body.

The Issues subcommittee met 12 times during the 2023-2024 school year, with a total time of around 18 hours. Additionally, the co-chairs met separately on a weekly basis.

Reports Heard by the Council

The Council routinely hears reports from various University entities and committees based on the interests of the Council and the need for input on various Student Life policies. The Council heard reports from the following entities:

- Ohio State University Police Department, Police Chief Spears-McNatt
- Student Employment Experience (SEE), Taylor Koon
- Off-Campus and Commuter Student Services, Dilna Cama
- Student Wellness Center, Re’Nesha Weston
- Leadership & Community Engagement, Kristen Rupert Davis
- Buckeye Careers, Nancy Thompson
- Second-Year Transformational Experience Program (STEP), Julie Schultz
- Student Health and Wellbeing, Ryan Lovell
- Student Health Services, Gladys Gibbs
- Sustainability, Tom Reeves
- Ohio Union Activities Board,
- Transportation and Traffic Management, Tom Holman
- Dining Services, Zia Ahmed
- Housing and Residence Education, Dr. Qiana Smith, Christy Blessing, Jennifer Nelson, Barb Kefalas
- Student Legal Services, Frank Kremer

III. Allocations Committee

The CSA Allocations Committee is charged with administering the distribution of the Student Activity Fee, which generates roughly 4.5 million/year and covers. As laid out in the 2022-2025 SAF review, Funding was distributed between various beneficiaries, including the Ohio Union Activities Board, Discount Ticket Program (D-Tix), Student Organizations, Signature Events, Student Governments, Buck-I-SERV, and Pay It Forward, as laid out in the 2022-2025 SAF Review: [2022 April SAF Review.docx](#).

Undergraduate, graduate, and professional student organizations may submit programming and operating applications received and reviewed according to CSA's Student Activity Fee distribution guidelines. For 2023-2024, New & Re-Established Student Organizations could apply for up to \$3,000/year for their programs while Established Student Organizations could apply for up to \$4,500/year. Student Organizations could also apply for Operating Funds up to \$500/year to help cover administrative costs. Prior to the 2023-2024 funding year, the Allocations Subcommittee identified multiple areas in the Programming and Operating application process with room for improvement through hearing directly from multiple student organization leaders and lived experience reviewing applications. Many changes were drafted and passed during a Full Council vote. Below are the changes for 2023-2024:

1. The Operating Funds yearly limit increased from \$200 to \$500/year for all student organizations.
2. The Programming Funds yearly limit increased from \$3,000 to \$4,500/year for Active-Established organizations and from \$2,000 to \$3,000/year for Active-New/Re-established I and II organizations.
3. Programming Funds no longer has a percent limitation on the food/beverage expense category.
4. Programming Funds now allow consumable supplies to be reused for future events and organizational functions held within the same funding year.
5. Programming Funds has a revised category now named Incentives/Take-Aways with updated guidelines.
6. Programming Funds has updated guidelines for maximum attendee admission/ticket costs based on the length of program time.
7. Invoices can be paid directly to any Ohio State internal vendor with Programming Funds.

The group reviewed 1359 Programming Requests during Fall 2023 and Spring 2024, representing a 97.53% increase from the 688 received during 2022-2023. Of these requests, 1086 were approved, either initially or through the appeals process, to host a Student Activity Fee-supported event. Approved requests totaled 987k or an average program request of \$908.84. The group also oversaw the distribution of 640 operating fund requests at a total of 173k/an average request amount of \$270.66. Due to the stark increase in Programming Fund application volume, the Subcommittee updated its meeting procedures. The committee set

three meetings for smaller groups of four members to review applications. These small groups flagged necessary programs for full committee review. This updated process allowed for a much quicker and better distribution of work than previous processes, leading to shorter turnaround times. These groups met a collective 60 times for one-hour meetings over 2023-2024. Additionally, the full Allocations Subcommittee met 16 times for 24 hours across the Fall and Spring semesters for a one-hour and thirty-minute meeting to discuss and vote on various other Student Activity Fee-related matters.

IV. Code of Student Conduct Review

The 2022-2023 [Code of Student Conduct Review may be found here](#). The most current [Code of Student Conduct may be found here](#).

CSA's Code review was originally meant to be completed during the 2021-2022 academic year, but due to the COVID-19 pandemic, CSA voted to push the review back to the 2022-2023 academic year on September 27, 2021. CSA also voted to create the Code of Student Conduct Audit Committee to collect data and draft suggestions for the review the following year. The Audit Committee met on April 29, 2022. The 2021-2022 Chair of CSA, Caroline Karwisch, chaired the meeting. The Audit Committee collected data and suggestions and passed them along to the Code of Student Conduct Review Committee to help start the review. The Code of Student Conduct Review Committee met a total of 16 times (3 during Fall 2022, 12 during Spring 2023, and 1 during Summer 2023) to review the Code.

Highlights of the Code Review:

- Made fixes to inconsistencies on verbs, nominalization, and grammar throughout the Code
- Updated policy numbers and names throughout the Code
- Added an existing accessibility statement to make clear that students are eligible for accommodations from the ADA's Coordinator's office
- Implemented a definition change, introduced and approved by COAM on April 25, 2023, of quorum to decrease the number of voting members from four to three due to issues with getting four voting members to attend hearings.
- Added animal abuse as prohibited conduct
- Added requirement for a process document on cases involving student organizations was added
- Changed UCB and COAM membership requirements to remove GPA requirements for grad/prof students, no "semester or year" as student requirement
- Expansion of introduction to include the Shared Values Framework and honor pledge
- Clarification on when the use of Artificial Intelligence constitutes academic misconduct
- Clarified the definitions of calendar and business days

V. Resolutions Passed

A Resolution to Update the Code of Student Conduct

Approved 9/11/2023; unanimous

A Resolution to Redistribute the Student Activity Fee Carryforward

Approved 10/9/2023; unanimous

A Resolution to Update the Council on Student Affairs Procedures

Approved 4/22/2024; unanimous

A Resolution to Update the Allocation Committee's Student Organization Guidelines and Procedures

Approved 4/22/2024; unanimous