

New Center for Student Involvement and updated student organization policy

August 17, 2017

Merger of the Office of Student Activities and Services and Fraternity and Sorority Life

Office of Student Activities and Services (OSAS) and Fraternity and Sorority Life (FSL) was merged this summer and the NEW Center for Student Involvement was developed along with an updated student organization policy.

Rationale for changes this summer...

- 475+ Registered Student Clubs and Organizations
- Student interest is at an all-time high
- Important for the university to communicate with and connect all groups to resources in a consistent way and reorganizing and consolidating the offices will help achieve these goals
- The reorganization aims to clarify the university's role and obligations, including risk management, in overseeing Departmental Student Organizations, while respecting the independence and autonomy of the Independent Student Organizations, including their responsibility for their own risk management



Resources available to all Registered Student Organizations

- Online portal – OrgSync
- Facility Use
- Informational Materials
- Student Government Funds
- Email for organizations



NEW Center for Student Involvement

- The Center staff will be liaisons to the 10 categories of student organizations:
 - 20 Sports Clubs
 - 40 General University
 - 20 Competition Teams
 - 170 Academic
 - 20 Honoraries
 - 40 Fraternities and Sororities
 - 20 Religious
 - 100 Special Interest
 - 10 Community Service
 - 40 Multicultural



Liaison support

- Liaisons provide:
 - Direct support to organizations by categories and assistance with registration, organizational development, and training and information on best practices on a variety of topics that could include:
 - Leadership
 - Risk Management
 - Event Planning
 - Conducting meetings
 - Financial best practices
 - Facility rental information
 - New leader or member orientation
 - Working with advisors
 - Point of contact for national and regional organizational leaders



Types of Registered Student Organizations (RSO)

*Departmental Student Organization (DSO)
Independent Student Organization (ISO)*

Departmental Student Organizations

A DSO is the University itself.

For legal purposes, the DSOs are legally the same as the University itself. Therefore, DSOs shall follow all University policies that apply to University operations. For example, all funds of the DSO must be maintained by the department and in University accounts, and all DSO contracts must be processed in accordance with PPM Chapter 3070.



Departmental Student Organizations

DSO activities must be supervised

The DSO's operations and activities must be adequately supervised by University personnel. What adequate supervision looks like can depend on the circumstances, including the risks presented. Generally, University administrators must act reasonably under the circumstances.



Departmental Student Organizations

A department/unit has approval authority for DSOs.

A sponsoring department (or college or other applicable University unit) decides whether to sponsor an organization. If the organization otherwise meets the criteria and key indicators of a DSO (found in the policy), then that DSO classification will be granted to the group. Therefore, your department/unit has approval authority for whether an organization will be an official part of your department/unit and the University.



KANSAS STATE UNIVERSITY Center for Student Involvement

Departmental Student Organizations

Students providing service to the University through a DSO might have protections available.

If students are providing services on behalf of the University through a DSO, it may be prudent to have them sign a volunteer agreement (or potentially another agreement if they are receiving payment from the University). An agreement provides clarity about the person's relationship with the University if there are any liability or worker's compensation concerns—volunteers of the University are generally covered and having a written document up front helps if any issues arise. For example, if students are recruiting potential students on behalf of your college or department, it would be appropriate to have them sign volunteer agreements.



KANSAS STATE UNIVERSITY Center for Student Involvement

Independent Student Organizations

ISOs are not the University. While a valuable experience for students, ISOs' activities must be kept separate from the University's operations.

ISOs, on the other hand, are private organizations completely separate and distinct from the University. Their activities and operations should remain that group's only, and not the University's. Except pursuant to a written contract approved by the Office of General Counsel, the University's operations should not involve any collaboration with the operations or activities of ISOs. This rare circumstance might occur, for example, if an ISO and an academic department want to co-sponsor a campus speaker.



KANSAS STATE UNIVERSITY Center for Student Involvement

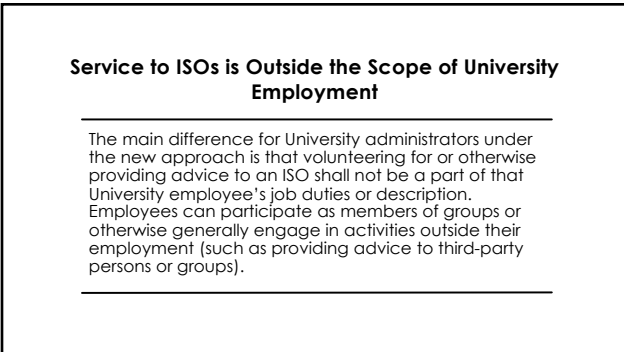
**Because of an ISO's independence,
University administrators shall NOT:**

- Sign contracts on behalf of an ISO.
- Maintain funds of an ISO other than a specified safe-keeping account with Division of Financial Services pursuant to state statute.
- Arrange for transportation to events, conference attendance, or similar events that are a part of an ISO's operations.
- Give credit for service to ISOs as credit to the University.



**Service to ISOs is Outside the Scope of University
Employment**

The main difference for University administrators under the new approach is that volunteering for or otherwise providing advice to an ISO shall not be a part of that University employee's job duties or description. Employees can participate as members of groups or otherwise generally engage in activities outside their employment (such as providing advice to third-party persons or groups).



**Service to ISOs is Outside the Scope of
University Employment**

For any such activity involving an ISO, please make clear to your employees that:

- Such activity is not part of their employment with the University.
- If they are involved with an ISO, they do so at their own risk, without liability protection from state law or the University.
- Proposals for outside activity would still be subject to the conflict of interest and time rules, which should be examined by the applicable supervisors/department heads to determine whether a conflict exists, such as if an employee's involvement in an outside activity creates a misperception about a private organization's independence in a manner adverse to the University's interests



Center for Student Involvement

Employees of the Center for Student Involvement will provide general leadership and development training and opportunities to both DSOs and ISOs. But no University employees (within the context of their employment) will be involved in the day-to-day operations of the ISOs.

DSO and ISO Differences

DSOs

- A DSO is the University itself.
- Designated employee(s) of the department will support, develop and direct the DSO as part of their University employment.
- A department/unit has approval authority for DSOs.
- DSO funds must be maintained in university accounts.
- 100% of organization membership must be students.
- Foundation accounts possible.
- Motor pool use possible.
- Use K-State's tax-exempt status, tax ID numbers and not-for-profit status.
- Same use of K-State marks as department

ISOs

- ISO retain autonomy and are not a part of the university.
- University administrators are not involved in the day-to-day activities.
- Service to an ISO is outside of University employee's job duties or description.
- An ISO may co-sponsor official university events with a college/department/unit.
- No funds of an ISO shall be maintained in a university account.
- 50% or greater of organization membership must be students.
- Limited use of K-State logos and marks.



Center for Student Involvement (CSI)

- **Bill Horton** - Liaison for Sports Clubs (20), General University (40) and Academic Competition Teams (20)
Specialist in Technology and Risk Management
- **Ian Hopper** - Liaison for Academic Organizations (170) and Honoraries (20)
Specialist in Promotions/PR and Leadership Training
- **Jordan Kocher** - Liaison for Fraternities/Sororities (40) and Religious Orgs (20)
Specialist in Leadership Training
- **Ashley Douglas** - Liaison for Special Interest Orgs (100) and Community Service (10)
Specialist in Registration and Events Planning
- **New CSI Staff Member** - Liaison for Multicultural Orgs (40)
Specialist in Events Planning and CSI Diversity Point Person
- **Trent McGee** - K-State 360
Specialist in Assessment
- **GRA Kara Guy** - K-State 360
Specialist in Social Media - K-State 360 and CSI
- **GRA Jacob Isaacson** - Asst. Liaison Fraternities/Sororities
Specialist in Technology/Orgsync
- **Amy Lee** - CSI Accountant



What's Next

- Website
 - www.ksu.edu/studentinvolvement
- Activity Carnival
 - Thursday, August 24, 2017, 6 to 8 p.m.
 - Staff available all night.
- Registration will open August 25
- Deadline to register is October 1
- OrgSync NOT changing this fall



Registering as a DSO or ISO

- Registration currently closed
- Will open on August 25
- Departments and RSOs should agree before beginning registration
- Students will register and identify potential advisors and department contact
- Advisors and department contact will have chance to approve.
- Renew annually starting in spring of 2018



Questions?
