

**OSA Assembly Agenda**  
March 4, 2019 at 4:00 PM  
Reeve Memorial Union, Room 212AB

- I. Call to Order** – Pledge of Allegiance at 4:03 PM
- II. Roll Call -**  
**Organizations with Voting Rights:**  
Present:  
Excused:  
Absent:
- III. Open Forum** –
- IV. Approval of the Agenda** –
- V. Approval of the Minutes** –
- VI. Club/Org Recognition** –
- VII. Guest Speakers** –

University Police – New Alcohol Policy

Lt. Martin: It was brought to our attention that we should present this policy to the shared governance groups. Before, if someone wanted have alcohol at an event, they would go through a vice chancellor. The Chancellor wanted these requests to actually go through risk management and campus security. Now people having alcohol at an event will actually fill out a permit that will go through risk management and emergency management so that we can make sure that it is being used in a safe manner. It is in draft mode so you can find the entire policy online and give feedback. We had a variety of people from this campus and the access campuses in the committee to draft the policy. We have it out to shared governance groups for feedback. I wasn't expecting this much feedback, but we really appreciate the feedback.

Kim Lange: There are some vague wordings in the policy so we are working on that, but we want to keep it broad so that people can really understand and utilize it.

How will this affect Greek Life?

Lt. Martin: We are taking this back to our committee so that we can discuss it. Ideally, this will affect all university affiliated organizations and then everyone will have a permit for their events. There is still liability when it comes to those events.

Can you talk about enforcement of this policy? Especially as it concerns events that take place off campus.

Lt. Martin: That's something we haven't discussed yet, but we are working to solidify this. The provost said that when he was in college, he had to have a permit to host a party in his dorm room and the only punishment he had was that he couldn't fill out permits to have parties anymore. We want there to be some actual consequences for violating this policy. We are working to figure out who would follow up with people or organizations who do violate the policy. And of course if there are events happening off campus where action has to be taken, that is under the jurisdiction of law enforcement.

Lange: We are working from a liability of the university standpoint.

How would this affect ROTC since they already have a risk management process through the military?

Lange: I think we would have to research more on this because I don't know all of the ins and outs of the partnership between ROTC and the university.

What are the definitions of the terms of the policy? It's hard to understand?

Lt. Martin: We have gotten a lot of feedback on that so far. This would not really apply to students who want to host events at their houses that are not university affiliated. We are going to change the definitions to reflect that just because students are students, does not necessarily fall under university affiliation.

Speaker Dodge: Essentially because you are all recognized under OSA, you are acting as agents of the university. It is tied to your affiliation as an organization, not as a student. Independent students are not agents of the university when acting without the sponsorship of their organization.

I am wondering about the definition of Responsible University Employee. Who falls under that?

Lt. Martin: A full-time employee or their designee. An advisor or their designee is required to be at all sponsored events so that could be any full-time university employee.

Fraternities and Sororities have socials at their houses, but they are not serving alcohol. People who are over 21 can bring alcohol to drink, but we aren't serving it. How does that relate?

Lt. Martin: I would say that that would probably not count as an event that would fall under this policy.

How would you differentiate on the spot between a social event or a university sponsored event?

Lt. Martin: The only way that we would know about that were to be if we found that there was some kind of advertising going on by organizations about the event. Events that are advertised as being sponsored by an organization are the kinds of things that we are looking out for.

## Mayor Steve Cummings – Building Inspections

Mayor Cummings: I brought with me the city's chief building inspector, John Zarate. We have been at this for about three years to get this program going. Rental housing that is not properly maintained or sanitary is a problem throughout the state. Everyone, I don't care what you're paying for rent, you deserve a clean safe place to live.

Zarate: The roof shouldn't be leaking, the problems that have to do with winter are sort've not something that can be foreseen. When you plug something in, it should work. When you turn on the lights, you shouldn't get shocked. We are looking to make sure that everything in your house is working properly, not looking for alcohol or drug paraphernalia or anything like that. There has been fear of retaliation by the landlords if you get a notification that your house is going to be inspected. A lot of this stuff is stuff that you might not even notice. Stuff like faulty wiring or pipes.

Mayor Cummings: Elderly people are in the same boat as you guys here. They are afraid of having their rent raised or being evicted from their houses. This is really a city wide issue.

Zarate: We have divided the city into five zones based on how many calls we have gotten in certain areas. The entire University is its own zone.

Mayor Cummings: This is because this is the oldest housing stock in the city and most of these houses have been divided into multi-family homes and they were converted quite haphazardly. The houses are close together and if there were to be a fire, they would all go quick. When this was first announced, there were threatening landlords who said they would raise rent or make tenants pay for repairs.

Zarate: Or they would threaten with the alcohol and drugs thing. Some landlords are trying to convince you that affordable housing means that some things don't function properly or have roofs that leak.

Mayor Cummings: There are students living in third floors of houses – those used to be called attics – or basements that don't meet building codes.

Zarate: We have inspected some houses already and 100% of those houses had code violations and each house had an average of 6 violations.

I have a question about if you don't have renters insurance. If your stuff got ruined because of something that happened from an incident that was the result of a building code violation.

Mayor Cummings: We don't have an answer, but you should consult Erik Forsgren, the campus attorney, about that.

Regarding the threatening letters, what can students do if they are being threatened by their landlords?

Zarate: If you have a one year lease or two year lease and you are doing everything correctly, they should not be able to kick you out of your house.

Mayor Cummings: If you do get a threatening letter, we need to get a hard copy of that. Because the courts need to see that that is going on.

Will you be inspecting for insects?

Zarate: Yes, we would be inspecting for insects or rodents in your houses. Obviously if you have bugs or rodents, you shouldn't have that.

What are some reasons that landlords will tell their tenants?

Zarate: Last we heard, landlords would tell you that you would have to pay for the inspection. There is no charge for these inspections. Or they would say that you would have to pay for repairs, but you wouldn't have to do that unless there was something that appeared after the initial inspection.

Mayor Cummings: One of the best things you can do, is take pictures of your place when you move in so that you have documentation of repairs that need to be made.

Is there a timeframe that we would have to schedule our inspection?

Zarate: We are sending them to tenants. We are working with something like 30 days, but we would like to get them done fairly quickly.

Is this going to be an annual thing?

Zarate: We are working on a five year program, so it would not be an annual thing. The only time we would revisit houses would be to try to get access from new renters.

Mayor Cummings: Even if you want your house inspected not in this program, you can call and those inspections are free as well.

Zarate: We are not looking to break down doors, we just want to make sure you're safe.

I got a letter with my water bill that said to be careful of letting anyone in. What kinds of IDs you have?

Zarate: We have photo IDs. We only do the inspections based on requests from people. We wouldn't call you and just tell you we are coming to inspect your houses.

Mayor Cummings: The city is mailing letters to tenants and then you have to call to set up an appointment with us.

I don't know the people who live upstairs from me so would you do this inspection just on my unit?

Zarate: We can actually only do the unit that calls and then if you have more than one person on the lease, we can't inspect each bedroom without the permission of all on the lease.

Does this apply to apartment complexes too?

Zarate: Yes, this applies to all rental properties.

If there are charges filed against the landlord, can they raise your rent in order to pay for the charges?

Zarate: If you signed a lease, no.

Can they take it from your security deposit?

Zarate: No, unless they can prove that the repairs were your fault.

Mayor Cummings: I know this is the first legal document that many of you have signed, but hopefully you read the lease, or your parents did or even a family attorney did.

Can you clarify how the process goes if you do find problems with the properties?

Zarate: If we find something wrong, we'll notify the landlord and give you a copy of that letter as well. Usually the timeframe is 30 days, but if it is a really severe problem it would probably be one to five days.

Does this affect appliances that come with the rental units?

Zarate: Yes, your appliances should work.

Mayor Cummings: One thing to add, be careful that if you have space heaters that you will not ignite anything.

Call (920)236-5137 for an inspection by the city.

Speaker Dodge: If you have any other questions, you can talk with our campus attorney. It is five dollars to see him, and it is worth it.

FOR QUESTIONS CONTACT:

Mayor Steve Cummings – [scummings@ci.oshkosh.wi.us](mailto:scummings@ci.oshkosh.wi.us)

John Zarate – [jzarate@ci.oshkosh.wi.us](mailto:jzarate@ci.oshkosh.wi.us)

## VIII. Officer Reports –

- a. Speaker Pro-Tempore – (Shane – [osaspeakerpt@uwosh.edu](mailto:osaspeakerpt@uwosh.edu)) – If you all have more questions, you can talk with your advisors or reach out to me or Ellen or anyone else in OSA.
- b. Speaker of the Assembly – (Ellen – [osaspeaker@uwosh.edu](mailto:osaspeaker@uwosh.edu)) – Chancellor's Advisory Meeting regarding the new name of the University was last week Thursday. We still don't totally know what's going on with that. On Friday, I will be going to Madison for a Shared Governance meeting and then to River Falls for UW Reps. And with Rae Ann leaving, we lost a lot of contact information. Please come write your info down so that we can fix that.
- c. Chief of Staff – (Colin – [osacos@uwosh.edu](mailto:osacos@uwosh.edu)) –
- d. Vice President Pro-Tempore – (- [osavppt@uwosh.edu](mailto:osavppt@uwosh.edu)) –
- e. Vice President – (Stephanie – ([osavp@uwosh.edu](mailto:osavp@uwosh.edu))) –

- f. President – (Ronisha (Roni) – [osapres@uwosh.edu](mailto:osapres@uwosh.edu)) –
- g. OSA Office Manager – (Kyla Brown – [brownk31@uwosh.edu](mailto:brownk31@uwosh.edu)) – Don't mind me, I had OPE this weekend and am exhausted. It would really help for you all to write down your information because I want to make sure you all are getting the emails for these meetings.
- h. OSA Advisor – (Dr. Art Munin – [munina@uwosh.edu](mailto:munina@uwosh.edu)) –
- i. OSA Directors and Ambassadors –

**IX. Presidential Appointments –**

**X. Unfinished Business –**

**XI. New Business –**

**XII. Committee Reports –**

**XIII. Discussion –**

**XIV. Announcements –**

Carmen Hetzel: There are two posters up on the table. In case you haven't heard, nomination forms for the Student Leadership Awards are open. You all do amazing work and we want to make sure that you are getting recognition. Next week Wednesday, Workshop Wednesday is on perfectionism. Saturday is the Titan LeadHERship conference. We are keeping a waitlist so if you want more information let me know.

Pagan Student Alliance: LGBTQ Ally March – it is \$40 to sponsor and get your name on the shirt.

Missy Burgess: Titan Nights this week – Board games; basketball teams are doing awesome there are 200 free tickets for students

Clara Hewins: It's Winter Carnival week so here are our events – Broomball tonight, Trivia Night tomorrow, Musical Chairs on Wednesday, Trailers on Thursday.

SOL: Next week Monday 6-8 in Ballroom C we are hosting a debate between the OSA Presidential/Vice Presidential candidates.

Speaker Dodge: I would highly recommend going to this because it is really important.

**XV. Adjourn –**

Q+Unity moved to adjourn the meeting.  
Titan TV seconded the motion.  
Meeting adjourned at 5:06 PM.

**Original Issuance Date:**

**Last Revision Date:**

**Next Review Date:**

## **1. PURPOSE**

The purpose of this policy is to provide a process for monitoring and approving alcohol possession and/or consumption for all University events.

## **2. RESPONSIBLE OFFICER**

### **UW Oshkosh Police Department - Authorized University Officials**

- Emergency Manager
- Director of Risk Management

## **3. SCOPE**

This policy covers the possession or consumption of alcohol beverages by any individual on University lands, at University facilities during all University events. This policy is applicable to events held both on and off campus including those held in other municipalities, states, and nations.

## **4. BACKGROUND**

If alcohol is authorized at a University event, the University and its students and employees have a responsibility to ensure that it is consumed legally and responsibly. Alcohol is a regulated and potentially addictive sedative- hypnotic drug. As such, it is a central nervous system depressant. This depressant effect occurs even with small doses. Because the consumption of alcohol anesthetizes the brain centers for self-control and inhibition, most people experience its effects as a sensation of relaxation. However, in actuality, it dulls sensation and impairs judgment, vision, memory, and coordination. Because of these effects, the presence, availability, dispensing or consumption of alcohol beverages at University events should be thoughtfully considered and, when provided, carefully monitored and regulated.

In adopting and administering this Policy, the following statements provide guidance concerning the circumstances in which consumption of alcohol beverages may be considered appropriate:

1. Alcohol beverages are considered an amenity for a social or business occasion and never the purpose or focus of the occasion.
2. It will be out of the ordinary to permit service and consumption of alcohol beverages at an event primarily attended by underage students.

3. The preferred locations for service and consumption of alcohol beverages are social, recreational, conference and dining facilities.

## 5. DEFINITIONS

**Alcohol Beverage:** Fermented malt beverages and intoxicating liquor. Wisconsin Statute 125.02(1)

**Alcohol Beverage Sale:** Any transfer of alcohol beverages for consideration or any transfer without consideration if knowingly made for purposes of evading this regulation relating to the sale of alcohol beverages or any shift, device, scheme or transaction for obtaining alcohol beverages, including the solicitation of orders for, or the sale for future delivery of, alcohol beverages.

**Authorized University Officials:** Chancellor or appointed designee(s) in addition to the Alcohol Service Permit Approval Committee have authorization to approve Alcohol Service Permits.

**Campus:** any publicly owned or leased buildings or grounds which compose all or part of UW Oshkosh.

**Employee:** Any person who has an active appointment on UW-Oshkosh payroll, paid or unpaid.

**Responsible University Employee:** A University employee who has oversight of and advisement to the event.

The University employee will:

1. be present at all times during which alcohol beverages are served or consumed;
2. ensure that the conditions of the Permit are observed by all persons in attendance at the event;
3. ensure that intoxicated persons do not consume alcohol beverages;
4. maintain control of alcohol beverages at all times to prevent unauthorized consumption and ensure alcohol beverages are properly secured at the conclusion of the event; and
5. ensure that individuals below the legal drinking age do not consume alcohol beverages
6. refrain from the consumption of alcohol during such time as they are serving in this capacity

**Server Responsibility:** In order to be eligible to serve alcohol, servers must have completed the State responsible beverage server course and provide proof of completion to University Police.

**Student:** A person who is registered for study in UW-Oshkosh for the current academic period. Wisconsin Statute 36.05(11)



**University Event:** Any gathering, program, or activity that takes place on University lands; or that takes place as part of a University-sponsored activity not located on University lands; or that the University, or a part of the University, is paying for including student segregated fee.

**University Sponsored Event:** any event hosted (all or in part) by University Staff, Faculty, Student, or University Organization.

## 6. POLICY STATEMENT

[UWS 18.09\(1\)](#), Wisconsin Administrative Code prohibits the use or possession of alcohol beverages on all University premises except as specifically permitted by institutional regulations. UW Oshkosh has developed specific institutional regulations to permit the use and possession of alcohol beverages at University events. Students and employees who fail to comply with UW Oshkosh regulations are subject to disciplinary action.

## 7. REFERENCES

- [UW System 18.09\(1\)](#)
- [Wis. Administrative Code Alcohol](#)
- Beverage Service, Wisconsin Union
- [Alcohol Beverage Service](#)
- [University Housing Student](#)
- [Organization Code of Conduct](#)
- UW Oshkosh Alcohol Approval Website

## 8. PROCEDURES

### UW Oshkosh - Specific Alcohol Beverage Regulations

- A. Unless expressly permitted in this policy use or consumption of alcohol beverages and possession of an open container which contains an alcohol beverage are prohibited at all University events. This policy is applicable to University events held both on and off campus. This policy extends to all areas of campus, such as but not limited to, laboratories, individual and group offices, meeting facilities, and public areas.

If a University event takes place in buildings or locations where the University does not own or lease the space used, this policy extends to the areas and period of time used by representatives of the University for the event. The policy also extends to all modes of transportation used for a University event where the University controls the arrangements for and the transportation used.

- B. Process to obtain alcohol at a University event
1. An approved Alcohol Authorization Permit Request Form is required prior to

- any University event where alcohol is present.
2. The legal drinking age for consumption of alcohol beverages will be adhered to at all University events.
  3. Individuals must display government issued identification with a birthdate to any server upon request.
  4. If event attendees are anticipated to include individuals below the legal drinking age, then procedures must be in place to prevent consumption of alcohol by these individuals.
  5. Requirements may include, but are not limited to:
    - Servers and/or responsible employees request an ID from any guest before providing them with alcohol or upon event entry.
    - Alcohol is served in a designated and entry-controlled area for attendees at or above the legal drinking age.
    - Attendees wear or display a physical indicator (e.g. wristbands) of their authorization to consume alcohol.
- C. Sale of alcohol beverages without a permit approval is prohibited on all University lands, and in all University owned or leased buildings, except:
1. Where the sale of alcohol beverages is a service of Titan Underground in Reeve Union, or
  2. When approved by the Chancellor or designee
- D. Special Considerations for University Sponsored Events
1. The University employee must be identified on and sign the permit application for any University-sponsored event. If an alcohol permit is requested for an event with an attendance estimated to be over 100 attendees, one additional responsible University employee must be present.
  2. Chancellor, Assistant Chancellor for Access Campuses, Vice Chancellors, Deans, and Directors may establish additional requirements for events sponsored by their units and/or held within their areas.
- E. Alcohol Authorization Permit Request Form shall be required for alcohol service at all University events, both on and off campus. Alcohol Beverage Service Permits must be approved by an Authorized University Official.

The Alcohol Beverage Service approval shall require:

1. Completion and approval of the permit form.
2. Possession and consumption of alcohol beverages be limited to the time period and to the room or location specified in the permit.
3. Non-alcoholic beverages and food must be made available to attendees.
4. Other conditions as may be specified by the Chancellor or designee, or Authorized University Official, to ensure that alcohol consumption, consistent with institutional policy, is appropriate to the occasion.

## **9. REVISION HISTORY**