

**Oregon State University**  
**OSU Affiliated First-Year Housing Program Policy**  
**2022-2025**

*(revised August 2022)*

**Table of Contents**

1. Program Summary
2. Eligibility Criteria
  - a. Recognized Student Organization Status
  - b. Conduct Sanction Status
  - c. Organization personnel requirements
    1. Live-in House Director
    2. Faculty Advisor
    3. Organization Advisor
    4. Housing Corporation Representative
  - d. Minimum GPA requirement
  - e. Livability code
3. General Guidelines for Participating in the Affiliated First-Year Housing Program (AHP)
  - a. Organization Leadership Program Orientation
  - b. General Reporting Requirements
    1. Organization contact list
    2. Incident reporting
    3. Disaffiliation of first-year student members
  - c. Temporary Inactive Status
  - d. Withdrawal from program
    1. Relocating first year students
    2. Program re-entry
      - a. Failure to comply
4. Physical Environment
  - a. Reporting Requirements
    1. Corvallis Fire Department Fire Inspection
    2. Kitchen health and sanitation
    3. Insurance Requirements
      - a. General Liability Insurance
      - b. Property Insurance
      - c. Notice of Cancellation
      - d. Certificates of Insurance
    4. Indemnity Agreement
    5. Food Service
      - a. Third party food service
      - b. Kitchen staff
  - b. Nondiscrimination policy on the basis of disability
    1. Plan for barrier removal
    2. Final accessibility plan
    3. Facility accessibility planning
    4. Disability Access Services

5. Educational & Programming Standards
  - a. Overview
  - b. Educational Requirements
    1. Length of program
    2. Attendance
    3. Reporting Requirements
  - c. Programming Requirements
    1. Reporting Requirements
6. Cost of Participation
7. Expectations of Affiliated First-Year Housing Program (AHP)
  - a. Cost of operating the program
    1. Upgrades
    2. Educational program compliance
  - b. Maintaining compliance
    1. Authority
      - a. Recognition of participants
      - b. Terms of termination
      - c. Program Review Committee
    2. Failure to comply
      - a. Maintaining requirements
      - b. Notice to FYE live-on
    3. Violation Types
      - a. Missed deadlines
      - b. Student conduct code
      - c. Changes to facilities that impact health and safety of residents
    4. Program limitations
    5. Provisional status
      - a. Educational & Programming Requirements
      - b. Physical
8. Affiliated Housing Program (AHP) Conduct Guidelines and Possible Responses to Violations and Issues
9. Program Assessment
  - a. Educational & Programming program tracking
  - b. Self-reporting
10. Timeline of Deadlines
11. Affiliated Housing Program (AHP) Resources
  - a. AHP website
  - b. Policies
    1. Code of Student Conduct
    2. OSU nondiscrimination policy on the basis of disability
    3. OSU discrimination and discriminatory harassment policies
      - a. Hazing
      - b. Sexual violence
      - c. Sexual harassment
    4. City of Corvallis municipal codes and ordinances
      - a. Noise
      - b. Special response notice
      - c. Property maintenance

- d. Parking
- 5. City of Corvallis livability code and its amending ordinances
- 6. State of Oregon occupancy rules and regulations
- 7. City of Corvallis Fire Inspection requirement
- 8. OSU FYE live-on policy
- c. AHP incident reporting form
- d. Program accessibility planning

## 1. Program Summary

Starting with the entering class of fall 2013, Oregon State University implemented a First-Year Experience Program designed to increase retention and success for all students and student groups through an integrated living and learning environment.

An important component of the First-Year Experience (FYE) Program is the live-on campus requirement for first-year students and enhanced residential education associated with this requirement. Some Corvallis non-profit Co-operative living groups, including but not limited to OSU fraternities and sororities, indicated a desire to provide a similarly beneficial and educational experience to OSU first-year students. In response, the University developed the OSU Affiliated First-Year Housing Program ("Program"). Under the Program, qualifying organizations may request inclusion as an approved facility for students' subject to the OSU First-Year Experience Live-on Requirement. This Program seeks to provide OSU first-year students with safe, healthy and educationally beneficial housing consistent with the experience provided in on-campus residence halls.

The Program operates on a three-year cycle. Once the deadline for applying to be an approved Affiliated Housing Program (AHP) facility has passed, no organization will be approved for the Program until the beginning of the next three-year cycle.

## 2. Eligibility Criteria

To be eligible to apply for the Program, the organization must be a non-profit cooperative living group providing room and board to OSU students in a house that is a Code R Residential facility within Corvallis city limits. Organizations must also meet the Corvallis livability code for Fraternity, Sorority and Co-operative housing. Apartments and townhouses do not qualify as a “house” for this Program.

- a. Recognized Student Organization (RSO) recognition status required.
- b. Organizations must be in good standing with OSU to be eligible for exemptions, which allow the organization to have first-year students live in the facility. Organizations under current sanctions pursuant to OSU’s Code of Student Conduct can apply for Program participation and if approved, will be placed on Provisional Status.
- c. Organizations are required to have a minimum of one (1) each of the following advisors: **See Appendix A for definition.**
  1. Live-in House Director
  2. Faculty Advisor
  3. Organization Advisor
  4. Housing Corporation Board Representative
- d. Membership of participating organizations must maintain a minimum average term GPA of 2.50.
- e. Organizations must meet and are expected to comply with all applicable Federal, State, and Local laws as well as the livability code established by the City of Corvallis Municipal codes and ordinances. **See Section 11 and Appendix A.**

### 3. General Guidelines for Participating in the Affiliated Housing Program

Participating living groups (“Participants”) must annually meet requirements of this policy, including those associated with the Physical Environment, Educational & Programming Expectations.

Participants are not residing in property owned or operated by, nor are they acting on behalf of, the University, nor does the University endorse or sponsor viewpoints or philosophies espoused by Participants or Participants’ members. Inclusion in this Program, however, demonstrates that Participants are committed to meeting the University’s objectives for a safe, healthy, and educational First-Year Experience for their first-year members.

The University may revoke a Participant’s affiliation under this Program at any time and for any reason, including but not limited to those described below. If, in the University’s judgment, it is feasible and imminent safety is not jeopardized, the University will consult with the Participant and provide an opportunity for the Participant to remedy any deficiency found by the University prior to taking such action.

This Program does not supersede or replace otherwise applicable University standards or policies.

- a. **Program Orientation:** The University will provide a Program Orientation at the beginning of the fall term to detail Program requirements, standards, and expectations. Participant attendance from organizational leadership (president) is required. Additional education and training may be made available at the request of the Participant.
- b. **General Reporting Requirements**
  1. Every Participant is required to provide to the Program Review Committee: A contact list for the live-in house director, faculty advisor, organization advisor and house corporation board representative (to include names, phone numbers and email addresses) on an annual basis prior to the first day of fall term. Any changes to the advisors must be reported to the University within one (1) week of a change.
  2. Every Participant will report to the Vice Provost for Student Affairs, or designee(s), any situation involving medical emergencies, medical transport, or law enforcement interaction within 48 hours of the incident. Participants will use the online OSU Affiliated Housing Program Incident Report located on the Center for Fraternity & Sorority Life (CFSL) website ([oregonstate.edu/cfsl](http://oregonstate.edu/cfsl)).
  3. Every Participant is required to notify the Program Review Committee of any new first-year student member, living in the facility, who disaffiliates from the organization within one (1) week of disaffiliation.
- c. **Temporary Inactive Status:** Participants may request consideration for a temporary inactive status for up to one academic term, not to exceed more than three (3) terms within a three year Program cycle. Once temporary inactive status is approved by the Review Committee, during inactive status the Participant can not house first year students and will not be required to fulfill Educational & Programming requirements. To be considered for active status at the end of the inactive status term, all Program requirements must be fulfilled. To submit a request for Inactive Status, the president must send an email (from the president’s ONID email address) to [affiliatedhousingprogram@oregonstate.edu](mailto:affiliatedhousingprogram@oregonstate.edu).
- d. **Withdrawal:** Participants may withdraw from the Program at any time. In order to submit a formal notice to withdraw, the president must send an email (from the president’s ONID email address) to [affiliatedhousingprogram@oregonstate.edu](mailto:affiliatedhousingprogram@oregonstate.edu). Re-entry to the Program will not be available until authorization of the next three-year cycle.
  1. All first year students approved to live in the approved facility will be required to relocate to

- on-campus housing, or would need to qualify for another exemption from the first year live-on requirement.
2. To be eligible for application or consideration for re-entry into the Program for a future cycle, Participants must complete all Educational & Programming expectations, and financial obligations of their last active cycle's enrollment requirements.
    - a. Failure to comply may render Participants ineligible for re-entry into this Program in the future.

## 4. Physical Environment

It is the University's expectation that a Participant will maintain a safe and healthy physical environment that is conducive to student learning. It is the Participant's responsibility to engage qualified organizations to conduct health and safety inspections on at least an annual basis. The Participant will be responsible for maintenance and upgrades needed to meet health and safety standards.

- a. **Reporting Requirements:** A Participant must arrange inspections and provide reports of completed inspections from qualified inspectors as listed below. A Participant must also provide proof of insurance requirements no later than the deadlines listed below:
  1. **Fire Inspection.** Reports from the Corvallis Fire Department Fire Prevention Officer are provided directly to the Program Review Committee.
  2. **Kitchen Health and Sanitation Inspection.** Reports are provided directly to the Program Review Committee by Benton County Environmental Health Department.
  3. **Insurance Requirements**
    - a. **General Liability Insurance:** The Participant will be required to have General Liability insurance with minimum of \$1,000,000 per occurrence and \$2,000,000 annual aggregate that covers hazing, sexual assault and molestation, and host liquor liability. Oregon State University, its trustees, officers, employees and agents shall be included as additional insured. Insurance shall be primary coverage and non-contributory. Such insurance policy is to be issued by an insurance company with an A.M. Best rating of "A-VII" and which is authorized to do business in the State of Oregon.
    - b. **Property Insurance:** The Participant will be required to provide a Certificate of Insurance showing property insurance, coverage shall be equal to the replacement value of the building.
    - c. **Notice of Cancellation:** Each insurance policy required by under the Program shall provide the required coverage and shall not be suspended, voided or canceled except after thirty (30) days prior written notice has been given to OSU, except when cancellation is for non-payment of premium, then ten (10) days prior notice may be given. Such notice shall be sent directly to OSU. If any insurance company refuses to provide the required notice, the organization or its insurance broker shall notify OSU of any cancellation, suspension, non-renewal of any insurance within seven (7) days of receipt of insurers' notification to that effect.
    - d. **Certificates of Insurance:** As evidence of the insurance coverage required under this Program, Certificates of Insurance and any applicable endorsements must be sent annually directly to the OSU Insurance and Risk Management Services at [risk@oregonstate.edu](mailto:risk@oregonstate.edu).
  4. **Indemnity Agreement**
    - a. **Agreement to Indemnify:** The Participant is required to review and sign an Affiliated First-Year Housing Program Indemnification Agreement.
  5. **Food Service:** If the Participant prepares or caters meals to its members or third parties, including meals provided by a third-party food service, food must be prepared by individuals with an Oregon food handler card. State of Oregon food handlers' cards must be displayed at all times for all individuals preparing food within the food preparation area.
    - a. **Contracted third-party food service:** The Participant must provide a copy of the food service contract to the Program Committee.
    - b. **Kitchen staff:** The Participant must provide a copy of the food handlers' card to the Program Review Committee.
- b. **OSU Policy of Nondiscrimination on the Basis of Disability:** Participants must comply with the OSU Policy of Nondiscrimination on the Basis of Disability, as well as related policies.



Participants are responsible for all costs incurred for attaining and maintaining compliance. OSU has established reasonable parameters for Participants to transition into compliance with this policy through the removal of barriers and other modifications to the physical environment, as defined in the Program's [Accessibility Planning](#) document. Specifically:

1. Applicants will need to address programmatic accessibility in their application for the 2022-2025 AHP cycle. Participant must consult with OSU's Office of [Equal Opportunity and Access](#) to formulate a plan for how the Participant will become programmatically accessible (including a plan for physical modifications to achieve full programmatic accessibility) by 2028. This assessment must occur in order to be eligible for the 2022-2025 application.
  - a. Previously reviewed and approved programmatic assessments and accessibility plans are acceptable for submission and Participants will need to illustrate progress towards 2028 completion of the previously submitted plan.
2. Program Applicants must submit their reviewed and approved accessibility plan with their application. Applicants are required to submit a plan for barrier removal and a reasonable timeline for implementing the plan. The plan will include physical structural modifications needed to provide program access for persons with disabilities within ten years of the submission of the plan.
3. Details of minimum barrier removal are addressed in the Program's [Accessibility Planning](#) document. Compliance may look different per facility depending on the barriers to program access.
4. OSU's [Disability Access Services](#) (DAS) office must be involved in determinations on reasonable accommodations for individual students, and each organization will define a process by which it engages with DAS when future issues may arise.

## 5. Educational & Programming Standards

- a. **Overview:** Each Participant is required to implement program elements that support and promote a comprehensive definition of student success. The intent is to define a clear, coordinated and consistent education process for students in residence halls and University-approved affiliated facility that complement the in-class academic curriculum and experiences. These educational programs will be scheduled by the Participants and facilitated by University approved programs and facilitators. Members of a group seeking the Program status must demonstrate a commitment to serving as upstanding members of the Corvallis and University communities. This commitment will be evaluated according to the Participant's compliance to OSU policies and the City of Corvallis municipal codes and ordinances. Failure to comply may result in the organization being put on provisional status while under investigation.
  1. Departments in Student Affairs will work closely with the Participants to develop programs specific to the needs of each Participant, The Program Review Committee will provide an Orientation to the Participant's leadership team to support success in the Program.
  2. For each Participant, the University will assess and maintain student success metrics that are consistent with the information collected for first-year students living in the residence halls. These metrics include, but are not limited to, first-year retention rates, number of students on suspension and probation each academic term, and the number of students participating in education-enhancing activities. The University will work with Participants that fail to meet education standards to improve educational programming. Continued failure to comply with educational standards may result in the University suspending or withdrawing an existing Program status from a Participant.
- b. **Educational Requirements:** Participants must provide educational engagements that provide first-year students with education pertaining to the following topic areas:
  - Alcohol and other drug prevention
  - Consent, sexual health, sexual violence prevention and supporting survivors
  - Diversity, equity and inclusion
  - Hazing prevention

Note: All educational engagements listed on the Affiliated Housing Program page on the CFSL website ([oregonstate.edu/CFSL](http://oregonstate.edu/CFSL)) have been pre-approved and are the options for completion of the above requirements. Any educational engagements conducted by non-OSU individual must first be pre-approved by the AHP Review Committee by submitted a request at least two weeks in advance to [affiliatedhousingprogram@oregonstate.edu](mailto:affiliatedhousingprogram@oregonstate.edu).

  3. Length of educational engagement (duration) will be determined based on the format delivered.
  4. **Attendance:** At least 80% of all rostered members must participate in each engagement. Participants will capture student ID numbers of all attendees and report back to AHP Review Committee.
  5. **Educational Reporting Requirements:** At a minimum, all four (4) educational engagements must be completed prior to finals week at the end of the academic year. A minimum of one (1) educational engagement must be completed each term. At the end of each term, Participants will submit (via online form) to the Program Review Committee a list of programs offered to the organization and the number of members attending the program. The number of first-year students attending should be reported separately.
- c. **Programming Requirements:** Participants must have programs, activities, policies and services that provide first-year students with education pertaining to the following four (4) topic areas:
  - Positive mental health

- Engagement on Campus with OSU Programs & Events
  - Supportive academic living/learning environment
  - Civic engagement
1. **Programming Reporting Requirements:** All of the above listed topic areas must be completed prior to finals week at the end of the academic year. A minimum of one (1) program or activity that addresses one of the above areas must be completed each term. At the end of each term, Participants will submit (via online form) to the Program Review Committee a list of programs offered to the organization and the number of members attending the program. The number of first-year students attending should be reported separately.

## **6. Cost of Participation:**

A Participation Fee is required of each Participant to cover OSU's costs of working with Participants to develop and implement educational programs through Division of Student Affairs and cover the cost of administration of the program. Consistent with the first-year live-on requirement on campus, this work will seek to provide all Participants with programs that support and promote a comprehensive definition of student success, that Participant specific programs are implemented based on unique profile and needs of the Participant's residents, and that appropriate training and guidance is provided on a sustained basis.

The annual cost to each Participant is \$215 for each first-year student, up to a maximum of \$5,000 each year. *Fees must begin to be paid by the Participant to the University the term that the first-year student initially appears on the AHP roster.* Fees will be revisited every three years to ensure that they are consistent with the costs incurred by OSU.

## 7. Expectations of Affiliated First-Year Housing Program

The University will review the Program's effectiveness at achieving its goals every spring term, and may revise it at any time. If, in the University's judgment, it is feasible to do so, the University will provide notice of Program changes to Participants and provide opportunity for comment prior to revisions. It is the Participant's responsibility to periodically review this policy for updates.

- a. **Cost of Operating the Program:** Participants are responsible for all costs incurred in maintaining and sustaining a safe and healthy living environment. This includes but is not limited to:
  1. Costs associated with upgrades necessary to meet standards in Section 4.
  2. Program required under Section 5 and 6 for continuous education and compliance related to educational and programming standards.
- b. **Maintaining Compliance**
  1. **Authority**
    - a. The Vice Provost for Student Affairs or their designee(s) has the ultimate responsibility on behalf of the University in approving an organization that is requesting to participate in the Program.
    - b. Terms of termination are wholly within the University's discretion and will depend on the circumstances, but may involve suspension from the Program for the duration of the three-year cycle. In order to regain approval for inclusion in the Program after termination, a Participant will be required to reapply during an application period, with the additional requirement that the Participants must demonstrate a minimum of one year of compliance with the Program before housing first-year students.
    - c. The Program Review Committee is charged with monitoring compliance with the Program, reviewing all violations of the Program, and recommending appropriate action to the Vice Provost of Student Affairs or their designee(s).
  2. **Failure to Comply**
    - a. The University may reject a new application for Participant status, place an existing Participant on Provisional Status, or terminate a Participant for failure to meet and maintain the requirements, standards and criteria as stated in this policy. This includes the failure to comply with the expectations associated with a safe and healthy physical environment, and the failure to comply with educational and programming standards.
    - b. In the case that a Participant is terminated from the Program, students living in the facility, who are subject to the OSU First-Year Experience Live-on Requirement, will be notified that they must relocate to campus housing, move to another approved Participating facility or request another exception identified in the Live-on policy.
  3. **Violation Types.**, OSU retains the sole discretion in determining whether to approve, suspend or terminate a Participant, and non-compliance with any of this policy may lead to such consequences. The following are examples of violations and potential consequences.
    - a. **Missed deadlines.** Failure to meet deadlines outlined within this policy may result in a Participant being ineligible to apply/reapply to the Program, suspension from the Program, or any combination thereof.
    - b. **Violations of the Code of Student Conduct.** If a Participant or Participant's members fail to abide by the OSU Code of Student Conduct, the Participant may be ineligible to apply/reapply to the program, be suspended from the Program, or any combination thereof.
    - c. **Changes to the health and safety of Participant facilities.** If there are changes regarding the health and safety of the facilities of a Participant, the Participant will be required to work in collaboration with Benton County Environment Health Department, Corvallis Fire Department, or others as applicable, to complete a re-inspection of the health and

safety of the facility. A Participant must arrange new inspections and provide reports of completed inspections from qualified inspectors to the university.

4. **Program Limitations.** The University's activities in overseeing the Program (including any inspections) are solely for the purpose of Program compliance and do not replace or shift the Participant's obligation to maintain its premises and programs in compliance with the Program requirements, standards, and expectations and applicable laws.
5. **Provisional Status.** Participants on Provisional Status are ineligible for exemptions from the first-year live-on requirement but are still required to meet all criteria of the program to remain a Participant.
  - a. **Educational & Programming Standards:** Provisional status resulting from a failure to complete requirements will be reviewed by August 1<sup>st</sup>. The length of provisional status will be considered on a case-by-case basis.
  - b. **Physical:** Provisional status resulting from failure to meet documentation deadlines is only granted when the Participant is actively working with the Program Review Committee to resolve documentation requirements. In such cases an extension may be granted with a new deadline. Failure to submit required documentation will be viewed as a missed deadline violation. Participants must inform the Program Review Committee of any changes made to the physical property that would impact the health and safety of the individuals living in the facility.
  - c. **Not In Good Standing:** Provisional status resulting from an organization's loss of good standing pursuant to OSU's Code of Student Conduct is applicable to Applicants and Participants. Organizations can be permitted to Participate in the Program if the organization is on University conduct probation or deferred suspension.

## **8. Affiliated First-Year Housing Program (AHP) Conduct Guidelines and Possible Responses to Violations and Issues:**

Any violations of this policy, including the educational and programming expectations, will prompt a review of the violation, and the AHP Review Committee may recommend outcomes. These outcomes may range from a warning to removal from the AHP program, based on the severity, impact, or potential impact of the violation, in addition to the Applicants' and Participants' history of violations. Participants and their members are responsible for completing any sanctions assigned by Student Conduct and Community Standards or requirements assigned by the AHP Review Committee in response to violations or deficiencies.

## **9. Program Assessment**

Annual assessment of Participants and Participants' members. During summer term, the University will conduct an annual assessment of the effectiveness, values, and impact of the Affiliated Housing Program. This will include assessment of both Participants and their student (first-year) members. This assessment will seek to improve the Program. These metrics will be developed in collaboration with the Student Affairs Assessment professional faculty.

- a. Educational & Programming Requirements tracking. Completion of Programming Requirements by a Participant is tracked through self-reporting. Reports of educational programs should be submitted via the AHP Reporting Form. This data will allow the University to understand which Participants have completed educational programming requirements. Additionally, individual programs offered through the Affiliated Housing Program will assess the Participants' engagement within a programming session.
- b. Participants must submit updates to Accessibility plans annually as Participants are expected to communicate about progress towards 2028 completion.



## 10. Timeline and Summary of Deadlines (annually updated)

TERM	DEADLINE	DESCRIPTION
ongoing	ongoing	Situations involving medical emergencies, medical transport, and law enforcement interaction must be reported to the <a href="#">Vice Provost of Student Affairs</a> , or their designee(s), via online AHP Incident Reporting Form.
	ongoing	Notify the <a href="#">Program Review Committee</a> of any first-year students who have disaffiliated with the Participant within one (1) week of disaffiliation.
Annually	Annually	Proof of Liability Insurance Certificate (includes Host Liquor Liability, Sexual Assault and Hazing Addendum) emailed to the Program Review Committee on or before Certificate expiration date.
	Annually	Evidence of Property Insurance Certificate emailed to the Program Review Committee on or before Certificate expiration date.
Summer 2022	TBD	Applicants will be notified of acceptance into the 2022-2025 Program.
Fall 2022	quarterly	CFSL will maintain contact list of house director, faculty advisor, organization advisor, and house corporation board president (names, phone numbers and e-mail addresses) to the Program Review Committee.
	10/1/22	Due date to email a copy of the third party food service contract or a copy of the kitchen staffs' Food Handler's Card to the <a href="#">Program Review Committee</a> .
	TBD	Organization presidents should submit their annual student organization recognition renewal on the Ideal Logic Database by this date. Failure to meet this deadline will result in the organization not being recognized as a student organization for this academic year and thus, not eligible for Program.
	TBD	Due date of Program participation fee for first-year (FY) live-in students (Fall term move-ins). AHP will work with UHDS to obtain information on first-year students living in an approved AHP facility and will send Participant an invoice for the appropriate Participation fee.
	12/1/22	AHP will work with Corvallis Fire Department Fire Prevention Officer to obtain current Fire Inspection Report.
	12/1/22	AHP will work with IFC to obtain current Kitchen Health and Sanitation Inspection from. Non-IFC organizations should send inspection form via email to <a href="mailto:affiliatedhousingprogram@oregonstate.edu">affiliatedhousingprogram@oregonstate.edu</a>
	12/15/22	Due date to email Educational & Programming Outcome Report for Fall Term to the <a href="#">Program Review Committee</a> . Complete a minimum of one (1) educational engagement that fulfills the Educational Outcomes Programming Requirements one and (1) program that fulfills the AHP Educational & Programming Standards Requirements.
Winter 2023	TBD	Due date of Program participation fee for FY live-in students (Winter term move-ins). Make checks payable to Oregon State University – AHP and send payment to CFSL - AHP, SEC 325, Corvallis, OR. 97331.
	TBD	Due date to email Educational & Programming Outcome Report for Winter Term to the <a href="#">Program Review Committee</a> .

		Complete a minimum of one (1) educational engagement that fulfills the Educational Outcomes Requirements one and (1) program that fulfills the AHP Programming Requirements.
	TBD	Due date of AHP participation fee for FY live-on students (Spring term move-ins).
Spring 2023	TBD	Due date to email Educational & Programming completion for Spring Term to the <a href="#">Program Review Committee</a> . Complete a minimum of one (1) workshop that fulfills the Educational Outcomes Programming Requirements one and (1) program that fulfills the AHP Educational & Programming Standards Requirements.
	TBD	Completed AHP Program Review. This includes a report of the past year, as well as a plans for improvement in the coming year that details compliance with the Programming Requirements for AHP Educational & Programming Standards.
Summer 2023	TBD	Deadlines for the 2023-2024 and 2024-2025 academic year will be announced at a later date.

## 11. Program Resources

- a. [Program website](#)
- b. Policies
  - 1. [OSU's Code of Student Conduct](#)
  - 2. OSU nondiscrimination policy on the [basis of disability](#)
  - 3. [OSU discrimination and discriminatory harassment policies](#)
  - 4. [City of Corvallis](#) municipal codes and ordinances
  - 5. City of Corvallis [livability code](#) and its [amending ordinance](#)
  - 6. State of Oregon [occupancy rules](#) and regulations
  - 7. [OSU FYE live-on policy](#)
- c. [AHP incident reporting form](#) – to report any incidents involving medical emergencies, medical transport, and/or law enforcement interaction within 24 hours of the occurrence
  - a. [Accessibility Planning](#) –ADA requirements for public entities for equal access to people with disabilities.

## Appendix A

- 1) The City of Corvallis ordinance [2015-20](#) – Livability Code, [2016-07](#) – Livability Code (effective date change), and municipal code [chapter 9.01](#) – Building Code, and [chapter 9.02](#) – Rental Housing Code, is established to safeguard and protect the public health, safety and welfare for all sites.
- 2) Live-in House Director resides in the Participant facility with the student members. The House Director is to guide, manage and support student members through leadership, counseling, advising and collaborative development to create and maintain a safe and healthy community living environment.
- 3) Faculty Advisor is an OSU employee who is a resource that provides collaborative insight or direction, mentorship and support to student members about academic and/or personal matters.
- 4) Organization Advisor is generally an alumnus of the organization that provides ongoing support to organization through attendance at meetings, events, and activities. They provide continuous support to each generation of student members.
- 5) Housing Corporation Board Representative oversees the management of the physical structure and assists the repair(s) and maintenance of members' facility.