Mission Statement

The Office of the Dean of Students (ODOS) provides quality, comprehensive programs and services for a diverse student population that promote achievement, empowerment, engagement/involvement, and effective citizenship.

Executive Summary

- **Student Assistance** – provides support to Georgia State University students through Crisis/Emergency Response (e.g., Student Crisis Response Team, Student of Concern Committee including facilitating student risk screenings, aftermath assistance for student death/illness/accident/injury, Victim Assistance, Emergency Student Locator Service, emergency notifications to Instructors regarding student absences); General Inquiry Response, Resource and Referral Networks (e.g., assist students with general inquiries regarding University policies, procedures, and services as well as student grievances/complaints policies); policy implementation (e.g., administer the Emergency Withdrawal Policy including application review/appeals) and other efforts to support student retention (e.g., administer the Off-Campus Housing Website to provide students with alternatives to University Housing, promote access to voluntary Student Health Insurance).

- **Student Conduct** - administers the Georgia State University Student Code of Conduct and Administrative Policies through investigation and adjudication of General Conduct complaints; coordination of mediation referrals; interpretation of the Code for faculty, staff, students and other stakeholders; provision of support to the Senate Committee on Student Discipline related to all Academic Honesty Policy violations; advisement of the Student Judicial Board; and, ongoing policy review and recommendations to the GSU Administrative Council. Process student conduct certifications for graduate school or transfer admissions, professional licensure/certifications, and/or employment. Coordinate the Admission Background Check process for undergraduate and graduate admission to GSU.

- **Student Engagement** – administers the Georgia State University Student Activity Fee and provides leadership, strategic planning, direct supervision and management, and general administrative/budget support both to staff within ODOS as well as to other departments that administratively report to the Associate Vice President for Student Affairs/Dean of Students. Provides students and their families myriad opportunities to fully engage in the GSU community through participation in:
  - New Student Orientation – orientation and transition programs for new undergraduate students.
  - Greek Life – leadership development opportunities and administrative oversight for 29 social fraternities and sororities.
  - Student Organizations – opportunities for student engagement in more than 400 chartered student organizations.
  - Student Recognition – variety of programs, ceremonies, etc. to recognize outstanding student contributions.
  - Parent Relations – opportunities to connect and involve parents/families of GSU students with the University including sponsoring the Parents Association.

Annual Department Major Events/Traditions

- **Incept: New Student Orientation** – The University’s orientation programming for new undergraduate students and their families.

- **Panther Welcome** – The official Georgia State fall welcome program of activities held during the first two weeks of each fall semester coordinated by ODOS. Specific events presented by ODOS include:
  - Freshman Convocation – The formal induction ceremony of the freshman class each fall semester into the Georgia State University academic community.
  - Ask Me Booths – Booths set up throughout the campus to provide guidance to new students navigating the campus.
  - Student Organization Street Fair – Student organizations showcase opportunities for student engagement.
  - Meet the Greeks – Several programs to introduce new students to GSU fraternity/sorority life.

- **Family Weekend** – A weekend during the Fall semester when students invite their families to experience “Campus Atlanta” (e.g., classroom lectures, athletic events, City of Atlanta excursions, cultural arts).

- **Awards & Recognition Ceremonies:** Annual recognition of students based upon academic achievement, service to community, leadership in co-curricular activities and potential for continued success including Who’s Who Among Colleges & Universities, Significant Other Supporter (SOS) Ceremony, Greek Awards, Royal Flame Awards, Parents Association Scholarship Awards.
Major New Initiatives Implemented Within the Last Five Years

- **Victim Assistance** – ODOS added this new Student Assistance function to serve the needs of students who have experienced significantly difficult situations that may negatively impact upon their retention.

- **Student of Concern Committee** – ODOS led the collaborative creation of the Student of Concern Committee, a subcommittee of the GSU Student Crisis Response Team. The Committee’s weekly meeting fosters an early identification of concerns about a student, facilitates early screening of problematic situations, develops preventative interventions and recommends action plans to support student development.

- **Coordination of Student Assistance and Student Conduct Services** – Cross-trained staff in order to provide a seamless transition for students who are in need of student assistance services prior to participation in student conduct processes.

- **Development of Proactive Student Assistance Workshops** – ODOS worked proactively to provide training and prevention efforts to students in the areas of verbal, physical and sexual assault, effective interpersonal communication and conflict resolution.

- **Admission Background Check Process** – ODOS was officially designated as the institutional coordinator for all Admission Background Checks/Review of students who indicate on their admission application that they have been charged with, or found responsible for, general conduct violations at previous institutions and/or charged with, or convicted of, offenses other than minor traffic violations.

- **Greek Housing** – Georgia State completed construction and opened a community of 9 townhomes for fraternities and sororities on the corner of Piedmont and Edgewood Avenues.

- **Greek 101** – Established mandatory program for all new members of fraternities and sororities focused upon community building and discussion of important topics such as prevention of hazing and sexual assault.

- **Parent Relations** – Implemented online registration and online webinars for Parents Association members; established an annual Parents Association scholarship recognizing student academic achievement and co-curricular involvement; and, established a Parent Membership/Fundraising Calling Program in partnership with GSU Foundation.

- **Panther Welcome** – Expanded from one to two weeks of activities, increasing the overall number and diversity of programs offered.

- **Incept: New Student Orientation** – Infused use of technology throughout orientation programming including an Incept Social Media Presence (i.e., Facebook, Twitter, Tumbler, Four Square) and use of iPads by orientation leaders and new students (course registration).

- **Personnel** – At the time of any staff vacancy or new functional assignment to ODOS, positions were reviewed to determine how to best use resources to meet current needs:
  - Positions reclassified to reflect increase in scope of responsibility included: Director of New Student Orientation to Assistant Dean of Students, Assistant Dean of Students/Student Life & Leadership to Assistant Dean of Students/Judicial Affairs, two Student Affairs Advisors (Greek and Judicial Affairs) to Coordinators, and two Administrative Coordinators to Sr. Administrative Coordinators (office managers/supervisory roles).
  - Positions created to address unmet needs due to workload increase/complexity and functional assignments to ODOS (e.g., Admission Background Check) or changes to federal regulations (e.g., Title IX): Sr. Coordinator for Victim/Student Assistance, Sr. Coordinator for Judicial Affairs/Housing, Assistant Dean of Students/Title IX, two Sr. Records Coordinators.

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