Student Organization Annual Review (SOAR)

Completion Training
Agenda

• What is the SOAR?
• How is it evaluated?
• What does each evaluation mean?
What is the SOAR?

• Student Organization Annual Review
  • Simple, but complete series of questions
  • Used to evaluate performance and needs of groups
  • Considered during the budgeting process

• Comprised of three sections
  • Main Core Areas
  • Ancillary Areas
  • Auxiliary Areas
Main Core Areas

• Self-Report

• Assessment Forms and Activity Reflection Forms

• Advisor Feedback
The Self-Report

• The most important part of the SOAR
• Comprised of two parts, Part A and Part B
  • Part B is not evaluated
• For best results, complete as an Executive Board
  • Committees don’t complete their own
• Follow the link from the informational email
• Failing to submit on time
• Failing to submit at all
The Self-Report

In order to receive an evaluation of “Exceeds Expectations”, the self-report must:

- Include a full and detailed explanation of how the organization met its mission.
- Show that the organization reviewed its constitution.
- Show participation in leadership programs or workshops beyond the Fall and Mid-Year Leadership Trainings.
- Show transitional processes which include both documents and a shadow period.
- Indicate high member numbers with a high level of engagement.
- Show a robust level of member recruitment and thought out retention strategies.
- Demonstrate that performed activities are appropriate to mission and go above and beyond in how they have impacted campus with specific examples given.
- Show greatest accomplishments/challenges which are unique and clearly articulated.
- Have been submitted on time.
The Self-Report

In order to receive an evaluation of “Does Not Meet Expectations”, the self-report must:

- Provide the organization’s mission statement, but does explain how the organization met its mission.
- Show that the organization has never reviewed its constitution.
- Indicate that the organization’s Executive Board meets monthly (Note: this may be acceptable for some categories of organizations).
- Show that neither transition documents or a shadow period are incorporated into the transitional process.
- Indicate the organization does not have at least 12 active members.
- Indicate no member recruitment and retention strategies.
- Demonstrate a lack of activities or no articulation of activities.
- Show greatest accomplishment/challenges but did not articulate plan to overcome.
- Included uploaded documents which are not relevant.

Any organization which failed to submit a self-report will receive a “Does Not Meet Expectations” for the Self-Report evaluation.
Assessment and Activity Reflection Forms

• Spring 2018 - Assessment Forms
  • Once approved by advisor, have to be uploaded to CCC page
  • Guidelines in Self-Report Sample

• Fall 2018 - Activity Reflection Forms
  • Created through “Event Submission” screen on CCC
  • Do not have to be uploaded to your page
    • Specific instructions available on WCSA page
  • Have to be submitted for approval by Dec. 12th
Advisor Feedback

• Gathered independently from your primary advisor
• Primary Advisor will assign a score for this section
Ancillary Areas

• CCC site review
  • Points awarded for having a complete, well filled out site
  • Must have at least officers listed and constitution uploaded
• Registration
• Fall Leadership Training
Auxiliary Areas

• Activities Fair Attendance
• Storage Review
• Transportation
• ARC/SAAC Violations
How is it evaluated?

• Groups of analysts read through the Self-Report and assign evaluations
  • Exceeds Expectations - 20 points
  • Meets Expectations - 15 points
  • Meets Expectations with Provisions - 10 points
  • Does Not Meet Expectations - 0 points

• Other data can be pulled from CCC page and added to point totals
• Final score is tallied
How is it evaluated?

• 0 - 54 Points - Does Not Meet Expectations
• 55 - 74 Points - Meets Expectations with Provisions
• 75 - 94 Points - Meets Expectations
• 95+ Points - Exceeds Expectations
How is it used?

• Score will be used in budgeting
  • Meets with Provisions - cannot ask for an increase in budget
• Feedback from analysts will be posted to your CCC page
• Does Not Meet Expectations will require a Disciplinary Hearing
Why take this seriously?

• Because we do.
• Failure to do so can result in serious consequences.
  • Does Not Meet Expectations three years in a row is grounds for derecognition
• It affects your budget
SOAR Self-Report is due December 3\textsuperscript{rd} at 11:59pm
Questions?

http://rochester.edu/college/wcsa/organizations/soar.html