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From: mailer@campusgroups.com on behalf of Wilson Commons Student Activities
<mailer@campusgroups.com>
Sent: Thursday, August 1, 2024 4:35 PM
To: Wahl-Ridley, Chelsey
Subject: [EXT] August 2024: Student Organization Insider



August 2024

Dear student leaders,

We are looking forward to seeing you all again soon! Please review this edition of the Insider to help you feel a little more prepared for the fall semester. If you or your members have questions, feel free to reach out to your organization's advisor or Wilson Commons Student Activities (WCSA) directly at wcsa@rochester.edu.

See you soon yellowjackets,
WCSA

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Save-the-Dates

Activity Registration Opens

Wednesday, August 7th

College Student Organization CCC Re-Registration Due

8 a.m. Monday, August 12th

Fall Leadership Training

Sunday, August 25th

Constitution/Resource Agreement Request Form Opens

Monday, August 26th

Activities Fair Registration Due

11:59 p.m. Wednesday, August 28th

Activities Fair

Friday, August 30th @ 3:30 - 5 p.m.

Yellowjacket Weekend

Friday, August 30th - September 1st

New Organization Proposal Form Opens

Sunday, September 1st

Meliora Weekend

Thursday, September 26th - 29th

Coming Soon!

Get Inclusive Training

To be announced between September and October.

Fall Activities Fair

Get excited student leaders! This fall's Activities Fair will be held on Friday, August 30th from 3:30 – 5:00 p.m. on the Wilson Quad. Rain location will be in Zornow in the Goergen Athletic Center. To confirm your attendance and to receive credit for SOAR, organizations must [submit a registration form](#) by 11:59 p.m. ET Wednesday, August 28th. Please coordinate with your executive board to ensure only one form is submitted per organization.

**SOAR credit applies to College Student Organizations only.*

Fall Leadership Training

The start of the semester is fast approaching! Kick off the year by sending two officers to [Fall Leadership Training](#) on August 25th from 2:45 - 7:00 p.m. in the Feldman Ballroom. Review [the website](#) to see the schedule, who should attend, and what to expect. Keep an eye on your email for registration information coming in the next week.

For College Student Organizations, it is required to send two officers to Leadership Training in order to receive full credit for SOAR. Partial credit will be provided to organizations who only send one officer.

Complete the Individual Travel Waiver

All students must have a completed and approved Individual Travel Waiver in order to participate in activities more than 50-miles off-campus. A waiver must be submitted each academic year. [The 2024/2025 Individual Travel Waiver is now accepting submissions!](#) Encourage your members and your fellow officers to submit today!

Community Kitchen Approved User Training

Is your organization interested in using the Community Kitchen? The Community Kitchen is stocked with basic kitchen equipment you would need for the majority of recipes - you only need to provide the ingredients. Reservations are required to have an approved kitchen user present. To become an approved kitchen user, you must [register and attend an in-person training](#) hosted in the Community Kitchen.

Tips for Soaring through SOAR

Puzzled by the title of this section? SOAR stands for the Student Organization Annual Review, which is a yearly assessment administered by the Students' Association Government and Wilson Commons Student Activities for College Student Organizations. Each edition of the Insider includes helpful tips for how organizations can maximize on points earned for SOAR.

This month, we are highlighting the upcoming deadlines which can impact your organizations evaluation. More information about SOAR, upcoming deadlines, and other resources can be found on [this website](#).

- Re-Registration must be submitted by 8 a.m. Monday, August 12th. Failure to submit by this deadline will result in half-credit or derecognition. An email about this process was sent to officers on Monday, July 8th.
- Register your organization for the Fall Activities Fair by 11:59 p.m. Wednesday, August 28th. Failure to register by this deadline results in zero points granted, even if your organization attends the Activities Fair.
- Send two officers to Fall Leadership Training on Sunday, August 25th. Learn about what your organization needs to know in order to be successful for this academic year, and

earn 15-points towards your organization's score. Failure to attend all requirements will result in partial credit.

Activity Registration Reminders

After making some updates to enhance the student activity registration experience, activity registration will be open for submissions starting on August 7th for student organizations.

At this time, Event and Classroom Management (ECM) has provided the following dates as "blackout dates" and will not be able to support any additional activities for the dates listed below. If your organization already has a confirmed reservation on any of the dates listed, ECM is expecting to support your activity.

- Friday, November 8th and Saturday, November 9th
- Friday, November 15th through Sunday, November 17th
- Friday, November 22nd and Saturday, November 23rd
- Friday, December 6th and Saturday, December 7th

As a reminder, student organizations must stick to strict timelines in order to ensure the success of their activities. Failure to follow activity registration timelines will result in event denial by the organization's advisor.

Any activity that meets the following registration criteria must follow the **30-Day Activity Registration Timeline**:

- Any on-campus activity where attendance will exceed 100 people.
- Any on-campus activity that requires significant University resources (e.g., services supplied by Facilities, Public Safety). This includes activities that will be held in the following spaces: Upper Strong, Lower Strong, Spurrier Dance Studio, Douglass Commons, Wilson Commons Hirst Lounge, Wilson Commons May Room, the Palestra, and the Field House.
- Any on-campus or off-campus event where alcohol is being served.
- Any event using the university ticket system.

Any activity that meets the following registration criteria must follow the **14-Day Activity Registration Timeline**:

- Food (approved caterers, temporary food permits, perishable food items). This excludes pizza and pre-packaged foods.
- Additional AV/Furniture needs beyond self-service options.
- Funding, but excludes funding for pizza and pre-packaged foods or General Interest Meeting funds.
- Any additional services.

The only activities that can follow the **4-Day Activity Registration Timeline** are:

- Hirst Info Tables
- Member/Chapter Meeting (No Services)
- General Interest Meetings

Should you have activity specific registration questions, please work with your advisor.

Become an Approved Driver

Wilson Commons Student Activities manages two Students' Association Government funded 7-passenger vans for student organization use. The vans may only be driven by University approved drivers. Officers looking to become an approved driver for their organization must meet the requirements [listed on this website](#); as well as, complete the [MVR/Safer Driver Program](#) request form. Questions regarding the approval process or about the vans in general should be emailed to wcsa@rochester.edu.

Zoom Pro Request Form

Undergraduate student organizations may have one member of their executive board hold access to Zoom Pro. This allows the selected individual to host Zoom meetings for more than 30-minutes at a time.

If your student organization is interested in this resource, or if your organization is looking to

change the selected individual who holds this access, please complete the [Zoom Pro Contact Form](#).

Student Org Storage Reminders & Updates

There have been several changes and updates to student organization storage over the summer. Officers should check their email to see if their organization's storage space has been updated or changed.

One update we would like to call out is the flat-file storage in Ruth Merrill Center, where many organization tri-folds are stored, has been re-organized in alphabetical order. During the week of the Activities Fair, we will have organizations' tri-folds in piles for you all to pick up.

Officers listed in CCC after 8 a.m. Monday, August 12th will automatically be granted swipe access to your assigned storage space. Any additional members that would need access after this date will need to fill out the [Space & Storage Request Form](#) to request access. This same form can be used if you wish to apply for a storage space for your organization!

CASC 358: The Leadership Experience

CASC 358: The Leadership Experience is a 2-credit course offered on Wednesdays 2-3:15 p.m. during the Fall semester for students who hold a Student Organization officer position or are on a varsity athletic team.

This course allows student leaders to work through their organizational goals by utilizing leadership theories, styles, and the resources of peers. The course will also broaden ones understanding of leadership practices and connect the work with their own leadership experience.

To register for The Leadership Experience course, [complete this interest form](#) to receive the Instructor Permissions Code for UR Student. For more information, please contact [Brian Magee](#), Interim Director of Student Activities.

This course meets the requirements for the Medallion Program.

Looking for Ways to Connect With Your Student Organization's Alumni

Try sending a Get Connected newsletter! The Get Connected program provides student groups the opportunity to send alumni updates on your organization, invite them to your events, or even ask for donations/crowdfund directly from the people who came before you. With our new Canva templates, connecting with Alumni has never been easier.

If your student group is interested in trying the Get Connected program, reach out to your advisor and submit a [Get Connected request form](#). Any questions? Contact Ahren Henby, assistant director of student engagement, at Ahren.Henby@rochester.edu.

Meliora Weekend is Just Around the Corner, and We Need Your Help!

Meliora Weekend 2024 is September 26 - 29th and we are looking for student volunteers to help make the weekend memorable for the thousands of students, family and alumni that will be on campus! Not only is volunteering a great way to be engaged on campus and connect with the Rochester community, student volunteers also get some pretty sweet perks including:

- A free Meliora Weekend staff t-shirt
- Free Meliora Weekend tote bag
- Free food and beverages on days that you volunteer
- Potential access to special – often sold out – events

If you'd like more information or want to sign up to volunteer, [click here](#) to find the volunteer description and signup form.

Questions about volunteering? Contact Ahren Henby at ahren.henby@rochester.edu

Community Weekend Survey (Guaranteed Giveaways)

Interested in guaranteeing yourself the giveaway item from each Community Weekend this academic year? [Complete this survey](#) to be entered into a drawing to win!

This publication is brought to you by Wilson Commons Student Activities: The Student Organization Insider is WCSA's monthly e-newsletter for student organization executive boards and advisors. The Student Organization Insider (SOI) is intended to keep student leaders informed on opportunities and updates from their areas of advisement: Students' Association, Athletics, the Interfaith Chapel, Fraternity and Sorority Affairs, Residential Life, Center for Community Engagement, the Hajim School, and Wilson Commons Student Activities. The SOI will not focus on information available to students through the Weekend Highlights, and it will not be used to advertise student organization events. Instead, this newsletter is a unique and specialized publication with information and opportunities that are relevant to you as student leaders.

Wilson Commons Student Activities

University of Rochester

Email sent by Wilson Commons Student Activities <wcsa@rochester.edu> to cwahl3@ur.rochester.edu

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