



The Student Organization Insider

December 2023

Dear Yellowjacket Leaders,

It's December... can you believe it?! The semester is quickly coming to an end, and I am so impressed by each of your efforts and how they have impacted campus life. Students have attended your amazing programs, written for your publications, performed in your events, gained awareness, learned how to better navigate relationships, and so much more. We can finish strong by taking advantage of the resources shared in this Insider! Don't forget to get enough sleep, attend study breaks, and be kind to one another. Have a safe and relaxing winter break - Wilson Commons Student Activities looks forward to starting anew in January!

Stay warm,

Brian Magee, Interim Director of Student Activities

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Save-the-Dates

Last Day to Program and to Transact

Wednesday, December 13th

Late Night Breakfast

Friday, December 15th

Activity Reflections (January through December 2023)

Due Sunday, December 17th, 11:59 p.m.

SOAR Self-Report Due

Sunday, January 7th, 11:59 p.m.

Mid-Year Leadership Training (MYLT)

Tuesday, January 16th, 1 - 5 p.m.

Register for the Winter Activities Fair

Wednesday, January 17th, 11:59 p.m.

Winter Activities Fair

Friday, January 19th, 12:30 - 2 p.m.

Winterfest Weekend

Thursday, February 1 - 4th

Leadership Appreciation Reception

Friday, February 9th, 3:30 - 5 p.m.

Officer Transition

Remember a successful executive board is not only the glue that holds your organization together but also the fuel that propels it in a forward direction. A successful officer transition is neither difficult nor very time-consuming, however if you don't do it or do it wrong your organization can struggle. Visit [this website](#) for helpful tips about officer transition, including an officer transition checklist.

2023 Student Organization Annual Review (SOAR)

The 2023 SOAR self-report for College Student Organizations is live! Student leaders received a notification outlining the details of this year's SOAR on Tuesday, November 28th. If your organization has questions, please connect with your advisor or email wcsa@rochester.edu. For more information; such as, a preview of the SOAR self-report questions, rubric, and upcoming deadlines can be found on the [SOAR website](#). Organizations recognized in Fall 2023 do not need to complete.

Mission Category Feedback Sessions with WCSA!

To get a better understanding of your category's unique successes and challenges on campus, representatives from Wilson Commons Student Activities (WCSA), the Students' Association Appropriations Committee (SAAC), and the Student Organization Administration and Review Committee (ARC) will be holding a special roundtable feedback sessions for the following mission categories. Each student organization can send up to two students who should come

prepared for a great discussion! Various topics could include activity registration, finances, storage, travel, student life spaces, etc.

Community Engagement

Friday, December 8th @ 11 a.m.

[Register here.](#)

Religious/Spiritual Life

Friday, December 8th @ 2 p.m.

Register on CCC after 12/5.

Awareness

Friday, January 26th @ 12 p.m.

Intercollegiate Competition

Friday, January 26th 1 p.m.

Academic/Professional and Honor Society

Friday, February 2nd @ 12 p.m.

Political, Media/Publication, and Visual Arts

Friday, February 16th @ 11 a.m.

Hobbies & Interest

Friday, February 16th @ 1 p.m.

Registration is required. Sessions being held in the spring are not yet listed on CCC.

Mission categories not listed above received their feedback session in fall 2022 and spring 2023.

Reservation Request for Study Breaks are Now Open!

Student Organizations are not permitted to reserve space during time when classes are not in session with limited exceptions. One of these exceptions are Study Breaks! Organizations that are categorized as Academic/Professional or Programming (i.e.: Class Councils) can request space to host Study Breaks during the time between the end of classes and the start of finals. Study Breaks are not eligible to receive any services. Request for space for Study Breaks can be submitted through the CCC form sent out from WCSA on November 29th to Academic/Professional and Programming Organizations. Organizations that are not categorized as Academic/Professional or Programming should talk to their advisor before submitting a request for a Study Break.

Join the 2024-25 Orientation Team

Hone your leadership skills and help welcome new students and families to campus as part of student orientation team! The Office of Orientation and New Student Programs is now accepting applications for next year's [Orientation Leaders](#), [Welcome Week Leaders](#), and [Welcome Week Volunteers](#). Perks include on-campus summer housing (Orientation Leaders only) and early move-in for Fall 2024. Time commitments and specific responsibilities vary by position, so be sure to [review the website](#) for full details on each role. You can also register for an [upcoming information session](#) (including one on Wednesday, December 13!) to learn more.

Winter Activities Fair

The Winter Activities Fair will be held on Friday, January 19th from 12:30-2:00 p.m. in the Goergen Athletic Center, Zornow Courts. To have a table at the fair and to receive credit for the 2024 SOAR, organizations [must complete this form](#) by 11:59 p.m. Wednesday, January 17th. Please work with your e-board to ensure only one submission is received per organizations.

SAAC/SOFO End of Semester Updates

The Students' Association Appropriation Committee (SAAC) will finish hearing supplemental requests for the semester on Tuesday, December 12th, and will resume again on

Tuesday, January 23rd. You may continue to submit [Supplemental Funding Request](#) forms over break, and they will be reviewed at the beginning of next semester. The [Green Form](#) will be open for continued use during the winter break to facilitate payments for outstanding transactions that occurred during the Fall semester. There may be additional processing time for green forms submitted over break. If you have any questions or concerns, please [reach out to your student accountant](#).

Information regarding student organization budgeting for next year will be available in January.

Advance Reservations: Practices and Rehearsals

Practices and Rehearsal Reservation Period: initial 6 hours request time frame will **open until Tuesday, 12/5 at noon**. This time frame is for student organizations that have weekly reoccurring practices or rehearsals. This is a best-fit time frame, that means that all of the reservations will be collected for the duration of this period and will be placed at the end of the period. This time frame does not include athletic spaces but does include the Spurrier Gym. The most up to date information about the advance reservation timeline can be found on the [advance reservation webpage](#).

Become a College Town Rochester Student Ambassador!

College Town Rochester is looking for Student Ambassadors! Meet up monthly at College Town to check out what's new, experience the best of what College Town has to offer, receive free samples and College Town swag; like a Patagonia jacket and more!

Interested? [Complete this form](#).

Mid-Year Leadership Training

The purpose of Mid-Year Leadership Training is to prepare student organization executive board members to lead their organizations confidently in the spring semester. The program is open to all student organizations leaders with a particular focus on students new to their leadership roles or who missed the Fall Leadership Training. Student leaders will receive a separate email with registration information.

Event Date: January 16th, 2024

- 1:00 - 1:50 P.M.
 - Opening Session
- 2:00 - 2:45 P.M.
 - Business Manager Training
 - Club Speed Dating & Snacks
- 2:55 - 3:40 P.M.
 - Advisor Sessions
- 4:00 - 5:00 P.M.
 - Leadership Workshops
 - Back to Basics: Student Organization 101
 - Working with Administration to Achieve Your Goals
 - Executive Leadership Panel - local CEO panel
 - Nonviolent Communication - presented by M.K. Gandhi Institute of Nonviolence

Winterfest Weekend

Kick off the spring semester with Winterfest Weekend February 2nd - 4th, 2024. This chilly [Community Weekend includes](#) a cozy limited-edition giveaway, fire pits, smores, crafts, performances, headlining entertainment and many more events guaranteed to drive away the winter blahs! Stayed tuned on Instagram and Facebook for announcements regarding the activities and shows featured during this [Rochester Tradition](#) celebrating winter splendor. If your organization would like an event represented on the Winterfest calendar poster and website, please contact [Jill Wulfenstein](#).

Activity Registration Reminder

As a reminder, all Student Organizations who are planning activities must abide by all of the [Activity Registration Policies](#). Please submit your activities through CCC early and on time. If you are unsure how to submit an Activity Registration, [check out this how-to video](#).

As announced in Spring 2023, GMMs, Weekly Meetings, Chapter Meetings, Practices, and Rehearsals without services no longer need to be registered in CCC. You can still register them if you wish to advertise your activities to students on CCC. Reservations will still need to be submitted for space through VEMS. General Interest Meetings (GIM) should continue to be registered, and all other activity registration requirements remain in effect.

Additional Funding Opportunities

The Burgett Intercultural Center provides a few different grants for student organizations in need of additional funding for their activities. Check out the various grants available and how to apply [here](#). Additionally, student organizations can also submit a [supplemental funding request](#) with SAAC. Not all requests can be accommodated.

Medallion Leadership Workshops

The Medallion Program provides workshops, interactive activities, and personal reflection to develop leadership capabilities through a flexible three-tiered journey. Register on CCC for access to attend. You do not need to be enrolled in the Medallion Program to attend.

Looking to work on Medallion Leadership Program progress over the Winter Break? Check out the [Leadership Library](#). You can read up to two books to count for workshops you'll need! To reserve a book, come to the Genesee Hall lounge where the library is and ask the Building Manager to check one out for you. Then, you'll need to fill out a reflection in your checklist for the corresponding domain level. Email medallion@rochester.edu with any questions.

Workshop	Date	Time	Domain
The Power of Global Competency: Empathy, Tolerance, and Respect	12/4	4-5 p.m.	Interpersonal Competence

Rev. Martin Luther King's Nonviolence Theory Workshop	12/5	4-6 p.m.	Interpersonal Competence
The Practices of Leadership	12/5	7-8 p.m.	Level 2 Opener
Conflict is Life	12/11	5-6 p.m.	Interpersonal Competence
Rochester 101	12/12	6-7 p.m.	Knowledge Acquisition
Imposter Syndrome: Know it, Name it, Tame it	12/27	6-7 p.m.	Cognitive Complexity

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