



The Student Organization Insider

October 2025

Dear Student Leaders,

I hope you all had a great Meliora Weekend and were able to connect with our UR community. Rochester is beautiful in the fall when the air is crisp and the leaves are changing color. Do your best to take some time for yourself to enjoy the awesome outdoor events planned by your fellow Yellowjackets and friends in WCSA.

Your members may be feeling more stressed now that class requirements are increasing and midterms are approaching. This is a good time to make sure your organization's goals are clearly communicated and that your members are meeting expectations. Celebrate the small wins or plan a social bonding activity! If you notice a member is facing a difficult time, refer them to the [CARE Network](#). You all got this!

Continue to stay well,
Brian Magee, Assistant Dean of Students

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Save-the-Dates

Red Watch Band Program

Tomorrow, October 2nd @ 5 p.m.

[Register here](#). Spots are limited!

Submit to be Added to the Fall/Halloween-themed Poster

Due Monday, October 6th @ 5 p.m.

Title IX Hazing Prevention Training

Due Friday, October 10th

Fall Club Sports Dues

Due Friday, October 24th

Advanced Reservations: Practices and Rehearsals Template Opens

Wednesday, November 5th

Boar's Head Student Host Application

Due Wednesday, November 12th @ 5 p.m.

(more information coming next month!)

New Organization Proposal Form Closes

Friday, November 14th @ 12 p.m.

Hartnett Gallery Proposal Form Closes

Saturday, November 15th

Boar's Head Dinner

Thursday, December 4th

Winterfest Weekend

January 30th through February 1st 2026

Mandatory Title IX Hazing Prevention Training

Select club and organization officers must complete the required online Student Leader trainings from the University of Rochester's Title IX Office and the Office of the Dean of Students.

As part of our University's commitment to a safe and healthy campus, completion of this coursework is required annually to ensure compliance with New York State Education Law Article 129-B and the federal Stop Campus Hazing Act of 2024. Identified student leaders are required to complete these courses by Friday, October 10th. Failure to complete these required trainings will result in your organization's inability to reserve event space or register new events.

If you have been assigned the trainings, they can be found on [Blackboard](#) on the left-hand side under "Organizations." The course is titled "Mandatory Refresher on Title IX and Sexual Misconduct Prevention." Please be sure to complete both the Title IX and Hazing Prevention modules to receive full credit.

Spring 2026 Major Event Requests

The reservation template for requesting major events for the Spring 2026 semester has reopened and will remain open on a first-come, first-served basis until regular templates open for the Spring semester. Additional details about what qualifies as a Major Event can be found on the [advance reservation webpage](#). Any questions or concerns about this process can be sent to wcsa@rochester.edu or your student organization's advisor.

The advance reservation process for the spring semester will begin with the Practices and Rehearsals template on Wednesday, November 5th. More information can be found on the advance reservation webpage.

Red Watch Band Program

Imagine being the one who steps up when it matters most. The Red Watch Band is more than just a program; it's a movement to create a safer, more caring U of R community. This bystander intervention workshop equips you with real-world skills to recognize and respond to alcohol- or drug-related emergencies. You'll learn how to protect your peers, speak up with confidence, and take action in critical situations.

Why Join?

- Gain life-saving knowledge and intervention skills
- Become a certified Red Watch Band member
- Earn Medallion Program credit
- Score exclusive Health Promotion Office merch
- Be seen as a leader who values compassion, safety, and responsibility
- Whether you're heading to parties, planning events, or just hanging out with friends, you'll walk away with tools that matter and the ability to make a real impact.

Spots are limited, so step up, stand out, and be part of a campus culture that looks out for one another. Be one of the pioneers shaping a safer U of R experience for everyone. [Register on CCC](#) now for the next Red Watch Band workshop hosted by the Health Promotion Office on October 2nd at 5 p.m.

If you have any questions, please reach out to Danielle D'Onofrio (danielle.donofrio@rochester.edu).

SAAC & SOFO Transaction Reminders

What a great start to the year! SAAC meetings and [SOFO office hours](#) have been buzzing! We have a couple reminders to help you all continue to have smooth transactions this year.

- SOFO does not process reimbursements to students. This policy is for all transactions, whether it is an approved budgeted transaction or funds received through the Supplemental Funding process. All transactions need to be placed through the SOFO office for GIM food, hotels, airfare, transportation, gas cards, etc. Please do not pay out of pocket and expect to be reimbursed.
- An approved [exception form](#) is required if your group wants to book a hotel outside of the Lucid travel booking link. The exception process takes a few days, so please remember to submit in plenty of time to make your reservations!

If you have additional questions, please email askSAAC@rochester.edu or stop by to speak with your organization's assigned student accountant.

Event Submissions for the Student Activities Fall/Halloween-themed Poster

Is your organization hosting an event between Friday, October 17th and Sunday, November 2nd? Do you want to have it highlighted in the fall/Halloween-themed poster? Tell us about your event using this [submission link](#). The submission deadline is 5 p.m. on Monday, October 6th. Submissions are not guaranteed and subject to minor edits (e.g., physical poster space, number of submissions received, and length).

Fall Leadership Training Survey

Thank you to those of you who attended Fall Leadership Training this year! Please [fill out this survey](#) to help us better understand how we can continue to improve Leadership Training for

future student leaders. Those who complete the survey will be entered in to win a prize! If you have any questions, please reach out to Cat Crawford (c.crawford@rochester.edu).

New Outdoor Reservable Locations

The 14- and 30-day reservation templates now feature three new outdoor locations! Looking for a space to host your next outdoor event? Be sure to check out the spaces below for a change of scenery. All reservation policies still apply, and no outdoor locations can be staked into without approval from Facilities and Services. Connect with your advisor or email wcsa@rochester.edu with questions.

New Outdoor Reservable Locations:

- Sage Field (behind Sage, next to the Jackson Court Volleyball Court)
- Hajim Engineering Quad
- Hutchinson Plaza

Hartnett Gallery Accepting Proposals for 2026-2027

The [Hartnett Gallery at Wilson Commons](#) is now accepting submissions for exhibitions for next academic year (2026-2027). All student organizations and departments are encouraged to submit proposals. We are seeking diverse artistic expressions and welcome proposals for events/performances/exhibitions that support the academic community and enrich student life. Proposals should be [submitted online](#) by November 15th. A limited number of proposals may be accepted. Questions can be emailed to Aaron Delehanty (adelehan2@ur.rochester.edu).

Get Connected With Your Student Organization's Alumni

Did you have an awesome time connecting with alumni at Meliora Weekend? Want to keep that great energy going all year round? We've got just the thing for you - the Get Connected program!

Keep your organization's alumni in the loop by creating a newsletter to share your recent activities, upcoming plans, member spotlights, and more. Send an email invitation for an upcoming annual event - alumni love reconnecting and supporting the next generation. Or, reach out to alumni for donations or crowdfunding opportunities if your group is in need of a little extra support. With our new Canva templates, staying connected with your alumni has never been this fun and easy!

Ready to "Get Connected"? Contact your advisor and submit the [Alumni Involvement, Crowdfunding, & Donation Receipts Request form](#) via CCC. Got questions or need a hand? Contact Kelsey Michener (kelsey.michener@rochester.edu)

Tips for Soaring through SOAR

This month, we encourage organizations to consider co-hosting a Medallion workshop with the Medallion Leadership Program. To do this, your organization would need to email medallion@rochester.edu to express your interest, support the Medallion Leadership Program by promoting the workshop, and send at least five members of your organization to the workshop. Completing these things will gain your organization 5 additional points, which go towards your SOAR evaluation.

There are many Medallion workshops happening this month! Scroll below to see the lineup, and connect with the Medallion team!

This is also a good time to get familiar with the [Student Organization Annual Review \(SOAR\)](#). The website has been updated to include the timeline for this year and a preview of the self-report questions and rubric.

This information applies to Undergraduate College Student Organizations only.

Don't Forget These Useful Forms

ACCIDENT/INJURY REPORT FORM

Curious about how your organization reports accidents or injuries? The [Accident/Injury Form](#)

must be utilized within 24-hours of the incident. A member of Wilson Commons Student Activities will be in contact with the Organization for next steps.

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](#).

SUPPLY & RESOURCE REQUEST FORM

Don't forget to check out the Supply & Resource Request form for supplies for your upcoming event - Balloons, streamers, bowls, glue, & more! All supply & equipment requests must be submitted at least 4 days prior and all additional resource requests at least 14 days prior to the date of your event. Check out the [Supply & Resource Request form](#) today!

TRAVEL WAIVER

All students must have a completed and approved Travel Waiver in order to participate in activities more than 50 miles off-campus. A waiver must be submitted each academic year. The [2025/2026 Individual Travel Waiver](#) is now accepting submissions! Encourage your members and fellow officers to submit today! You do not need to have planned travel to complete the waiver.

For a list of more useful links for student organizations, visit Wilson Commons Student Activities' [Forms Page](#).

Medallion Program 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.

Student organizations can request any workshop for their organization [here](#). Email the

[Medallion Program](#) if your organization is interested in co-sponsoring one of these workshops!

Workshop	Date	Time	Domain
Red Watch Band	Thurs. 10/2	5 - 6:30 PM	Practical Competence
Active Listening	Fri. 10/3	10 - 11 AM	Practical Competence
Introduction to Personal Branding	Fri. 10/3	11:30 - 12:30 PM	Intrapersonal Development
Power to the People: Understanding and Navigating Systems to Create Lasting Impact	Mon. 10/6	5 - 6 PM	Interpersonal Competence
The Practices of Leadership	Tues. 10/7	5 - 6 PM	Level 2 Opener
Supporting Your Friends and Yourself Through IPV	Tues. 10/7	6 - 7 PM	Knowledge Acquisition
Clash to Collaboration: Turning Tension into Teamwork	Fri. 10/10	12 - 1:30 PM	Interpersonal Competence
Event Planning & Promotion	Mon. 10/20	4 - 5 PM	Practical Competence
Communication in Leadership	Tues. 10/21	7 - 8 PM	Interpersonal Competence
Understanding Leadership	Sat. 10/25	3 - 4 PM	Level 1 Opener
Be A Climate Advocate: Facilitating Discussions Around Climate Change	Mon. 10/27	5 - 6 PM	Civic Engagement
The Power of Global Competency: Empathy, Tolerance, and Respect	Tues. 10/28	6 - 7 PM	Interpersonal Competence

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