



THE STUDENT ORGANIZATION INSIDER



The information in this edition promotes your organization's success... You don't know what you don't know and we want you to know. WCSA hopes that this publication will keep you informed of student organization operations/opportunities. For more information on policies and procedures, visit the WCSA website at <http://rochester.edu/college/wcsa/>.

DECEMBER 2013 EDITION

Annual Reports, Expectations for Excellence and Mid-Year Reports

Student Organizations advised by Wilson Commons Student Activities, the Rochester Center for Community Leadership, and the Inter-faith Chapel fill out a Mid-Year Report. This will be due on Friday, January 31st through Campus Club Connection. Information will soon be posted to the Policy and Review committee website at <http://sa.rochester.edu/sa/senate/policy/>.

All Club Sports fill out an Annual Report form at the end of the spring semester. This form will be due on April 7th. Important dates and information on other paperwork can be found at the following website: http://www.rochester.edu/athletics/assets/pdf/recreation/2013-2014_manual_clubsports.

All organizations advised by Fraternity and Sorority Affairs fill out the Expectations for Excellence Annual Report, due Monday, December 3rd. The form can be found on the FSA website at <http://www.rochester.edu/college/fsa/ee/index.html>.

Study Break List

Is your organization or department planning an end of semester study break? Wilson Commons Student Activities is compiling a comprehensive list of study breaks that will be featured in the last edition of Weekend Highlights for the semester (December 12th). Submit your study break—including title, description, date, time, location, and sponsorship information—via this [FORM](#) by noon on Tuesday Dec. 10th.

In This Edition:

- Annual Reports **1**
- Study Break List

- Orientation Leaders
- Winter Activities Fair

- Relief Efforts **2**
- CCC Monthly Tip

Orientation Leaders

Looking for an amazing full-time summer job? Want to learn more than you ever wanted to know about Rochester, meet the Deans, make this Orientation better than your own, and have fun at the same time? Apply to be a 2014 Orientation Leader! Applications will be available starting December 2nd, 2013 at www.rochester.edu/college/orientation

Winter Activities Fair

Save date for the Winter Activities Fair! It will be held on January 17th 2014 from 3:00pm -4:30pm in the Field House!! Come out and show everyone why they should be a member of your organization. Keep an on your e-mail/CCC page for more information on how to participate! We hope to see you there!

Relief Efforts

Any students and student groups who want to assist in relief efforts through fundraising or other events for the Philippines after Super Typhoon Haiyan are asked to contact Joanne King at 585-275-4085. The Office of the Dean of Students will help in coordinating these efforts and we will get back to you with details of any meetings or efforts being planned.

CCC Monthly Tip

Did you know that you can create your own polls on your clubs website? Click on Elections, and then Create Election. Fill out the fields, set a start/end time and decide if you want your poll (or election) to be available to the public or kept in your organization. After you hit save, click on Create Ballot, and give your poll/election a name, and then hit Save. From here you can use the fields on the left to create a form that a user will submit on their vote. After you create your form you can publish your poll by displaying an alert or copying the Election Link from the Publishing Options tab. For more details on the ballot creator or elections in general refer to the CCC Guide under Campus Links.

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, Rochester Center for Community Leadership, the Hajim School, and Wilson Commons Student Activities. The SOI will not focus on information available to students through the Weekly Buzz or 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!