



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/>.

SEPTEMBER 2014 EDITION

Re-Registration

Re-Registration of your student organization will begin on Monday, September 1st at 9:00am on Campus Club Connection (CCC) and will end on Friday, September 12th at 11:45pm.

To complete the re-registration process, you will need to log-in to CCC, go to your organization's page and click on the "Register" button. You will then be taken to the re-registration form to update your officers, roster, organization profile picture, and organization profile information for the public.

If you have any questions about the process, please contact your primary advisor or the Policy and Review Chair, Ethan Bidna (ebidna@u.rochester.edu). Please also remember to schedule an appointment with your Primary Adviser so they can hear of all the good things you have planned for this year.

Activities Fair

Registration is open! Sign your organization up to be at the Activities Fair on Friday, September 5th from 3:00-5:30pm. Registration closes WEDNESDAY, September 3rd. In order to add students to Campus Club Connection you need to collect their EMAIL, not Net ID.

Leadership Luncheon

Tuesday, Sept, 16th in Wilson Commons room 121 @ 12:30-1:30pm – How to Network Professionally through LinkedIn

Networking is a powerful skill that is often misunderstood and underutilized. Michelle Marks-Hook, Assistant Director of Student-Alumni Engagement Programs at the UR Career and Internship Center will be facilitating this month's Leadership Luncheon.

In order to attend this free lunch, RSVP by 12:00pm on Sept. 12th to leadershipGA@ur.rochester.edu & specify any food allergies; space is limited.

In This Edition:

- Re-Registration

- Activities Fair

- Leadership

- Luncheon

1

- Jackson Court

- Fireplace Training

- Event Registration

- New Features

- Food Trucks

2

- Communal

- Principles Project

- Reservations:

- Virtual EMS

- Event Support \$

- Increase

3

Jackson Court Fireplace Training

Trainings are on Fridays at 3:30pm in the O'Brien Hall 1st floor Conference Room on:

September 5, 12, 19, 26

October 3, 17, 24

To sign-up for training stop in or call at least 1 day prior to the date of training to Jackson Court Area Office at 114 O'Brien Hall or 585.276.4682 Monday-Friday 8:30am-5pm or stop by the Service Desk Monday-Friday 4:45pm-midnight or Saturday & Sunday 12pm-midnight.

Once trained you may reserve the fireplace via Virtual EMS for student groups and departments. For RAs who do not have Virtual EMS access a green Wilson Commons Reservation Request Form may be filled out at the Common Connection in 201 Wilson Commons.

The fireplace is available for reservations on Tuesdays, Fridays and Saturdays from 6pm-11:45pm.

Event Registration NEW Features

There are some new features in the Event Registration world that we thought you might really like!

- Submit events with multiple dates
- Pinpoint control of event locations
- Updated event categories
- Can add cosponsoring organizations
- Advertise Ticket prices

And as always submit your events early. Your service providers will be much happier and your event will be much more successful.

NEW Food Truck Policy

Were you thinking about adding a food truck to your event? Well it is not an easy option. Check out the Policy here: <https://www.rochester.edu/college/wcsa/events/resources/catering.html>

Your primary advisor can be a great resource to help navigate the policy and think of creative solutions.

Communal Principles Project

The Communal Principles Project (CPP) is an initiative of The College coordinated by the Office of the Dean of Students. This project aims to promote the communal principles of **fairness, freedom, honesty, inclusion, respect, and responsibility**, which are woven into the fabric that make up our community of engaged, lifelong learners. This year's focus is on "**inclusion**".

Did you know that the CPP offers grants to students and organizations for programs and events that are centered around the selected theme each year? To get more information about the CPP grant process and to read the Statement of Communal Principles, visit the website at: <http://www.rochester.edu/college/odos/communalprinciples/cpp.html>

Does your org have a Virtual EMS Contact?

Every student organization should have a Virtual EMS contact. This is the person who will reserve rooms electronically for your organizations meetings and events. Anyone can look to see if a room is available but not everyone can make the reservation.

Familiar with Virtual EMS, well it got a face lift plus MORE rooms and locations are there! GREEN Forms at the Common Connection will receive LAST priority. All reservations should be made through Virtual EMS. Talk with your primary advisor if you have any questions about your Virtual EMS contact.

Event Support Increased Rate

Due to the incremental raises in the minimum wage scheduled to continue through Fall of 2015, all of Event Support's labor rates have been increased August 2014. The new rates are as follows:

SA recognized Student Organizations - \$15 per hour.

University Departments supported through The College - \$25 per hour.

University Central Administration and Non-University organizations - \$35 per hour.

This is a one-time adjustment that includes the scheduled minimum wage increases through the Fall 2015 (no future increases are currently anticipated).

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!