



# 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 2015 EDITION

### Barnes and Noble Opportunity

Barnes & Noble at University of Rochester is looking for student groups to wrap gifts in the store in exchange for customer donations during the holiday shopping season. Barnes & Noble will provide the supplies, your group will provide friendly staff for the table. Please contact Maria Ferrante at [mferrante@ur.rochester.edu](mailto:mferrante@ur.rochester.edu) to schedule a time, or for more information.

### Leadership Luncheon

Thursday, December 10, 2015 **12:30pm-1:30pm @ Wilson Commons Stackel Room**

Religion, Spirituality and Interfaith Literacy: **Presented by Rev. Dr. C. Denise Yarbrough, Director, Religious and Spiritual Life**

In our increasingly religiously pluralistic culture, leaders in all professions and walks of life also need a basic level of interfaith literacy in order to deal effectively with the many different religions and cultures present in our world today. This workshop will examine some basic practices that are helpful to those in leadership positions, practices which are often found in religious traditions, but are also used by those with no religious affiliation.

To RSVP for this event please fill out the form at the following link by December 4th at 5pm: <http://goo.gl/forms/8mKYIRVkaQ>

If you have any questions please contact RCCL at [leadershipGA@ur.rochester.edu](mailto:leadershipGA@ur.rochester.edu)

### 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 from the evening of Thursday, December 10<sup>th</sup>-Sunday, December 20<sup>th</sup>. The list will be featured in the last edition of Weekend Highlights for the semester (December 10<sup>th</sup>). Submit your study break—including title, description, date, time, location, and sponsorship information—via this [FORM](#) by noon on Wednesday Dec. 9<sup>th</sup>.

### In This Edition:

- Barnes and Noble Opportunity
- Leadership Luncheon
- Study Break List

1

- Presentation Opportunity
- Wilson Commons and Winter Break
- Updates on Chalking Policy

2

- Food Truck Policy
- Winter Activities Fair
- Student Organization's Annual Review
- CCC monthly Tip

3

## Presentation Opportunity

**Proposals Due:** Friday, December 4, 2015

**Event Date:** Saturday, March 12, 2016

### Have a Topic You Would Like to Present?

The Leadership Institute & Community Service Center is seeking faculty, staff, and students who have a passion and expertise in a leadership, service, or career development topic. Simply submit one or two paragraphs describing your topic, workshop objectives, and methods of facilitation. Interactive workshops are strongly preferred, so we encourage presenters to find ways to be engaged during their session. Conference workshops are one hour in length and typically have 15-30 students per session.

Please email your submission to the RIT Leadership Institute & Community Service Center at [leadga@rit.edu](mailto:leadga@rit.edu).

Be sure to include your full contact information. Final selections will be made by mid-January.

## Wilson Commons and Winter Break

Wilson Commons will be open over Winter Break for the first time this year with some limited hours to accommodate the students who stay over break. This will provide some opportunities for your organizations to do programming in Wilson Commons over the break.

There is also an opportunity for your organization to get some additional funding for programs over the break. If you are interested in this additional funding please contact Brian Magee, [brian.magee@rochester.edu](mailto:brian.magee@rochester.edu). For the hours that Wilson Commons will be open please visit: <http://rochester.edu/college/wcsa/commons/hours.html>

## Updates on Chalking Policy

Chalking is allowed on River Campus sidewalks to promote University affiliated activities or events.

Chalking is prohibited on the following surfaces:

- Any vertical surfaces including walls, sides of buildings/stairways, and stairs

- Under any awning or other structure that could potentially obstruct rain from washing the chalk away (i.e. area under the awning at Susan B. Anthony Halls, balconies, etc.)

- Any brick surfaces, horizontal or vertical, including pavers, stairs, and the Wilson Commons Porch

- Any street surface (i.e. Intercampus Drive, Wilson Blvd., etc.)

No spray chalk is allowed to be used on any surface.

Chalking may be removed at any time based at the discretion of the grounds crew and in accordance with their cleaning schedule.

Students are encouraged to ensure that the content of the chalking adheres to the Communal Principles.

Student organizations should talk to their primary adviser if they have any questions about this policy. You can find this policy and more on the [Event Planning Resources](#) page.

## Food Truck Application

If your organization is interested in having a food truck as part of your event during the Spring semester (between Spring Break and the end of the year), the application deadline is January 31st 2016. More information about food trucks and the application is available [here](#).

## Winter Activities Fair

SAVE THE DATE for the WINTER ACTIVITIES FAIR! It will be held on January 15th, 2016 from 3:30 pm to 5:00 pm in Goergen Athletic Center on the Zornow Courts. Come out to promote your group and to get new members for the new semester. Keep an eye out for an email/announcement on the CCC for more information about participating. We look forward to seeing you there!

## Student Organization's Annual Review

Student Organizations advised by Wilson Commons Student Activities, the Rochester Center for Community Leadership, Athletic Center, and the Interfaith Chapel fill out a Mid-Year Report which has had a name change to Student Organization's Annual Review. This will be due on Monday, February 2th. The Annual Review form will be open December 7<sup>th</sup> through [Campus Community Connection](#). A preview of the Annual Review will be posted on the Policy and Review Committee website at <http://sa.rochester.edu/sa/soar>. If you have any questions contact your advisor.

All organizations advised by Fraternity and Sorority Affairs completed Expectations for Excellence Annual Report, that was due in November. Congratulations to the FSA community for completing their report!

## CCC Monthly Tip

Tracking service hours on CCC just got easier! Click on the "Service Hours" tab of your student organization to begin. As an officer, you can click on the gray "MANAGE SERVICE HOURS" button, and then the blue "+ ADD SERVICE HOURS" button on the next page. Following this process, you will be able to add service hours for any member of your organization. It is recommended that you delegate the responsibility of adding and approving service hours to one officer to streamline the process.

Contact SA Technology & Web Coordinator Sarah Hedrych ([sarah.hedrych@rochester.edu](mailto:sarah.hedrych@rochester.edu)) for all your CCC needs! And check Student Leader Guide (<http://rochester.edu/college/wcsa/ccc/student-leader-guide.html>) for more information!

**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!*