

The Student Organization Insider

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Orientation Student Group Application

Has your organization hosted an Orientation event in the past? Have you been thinking about an Orientation program? Hosting an Orientation program is a fun and great way to start off the year! The Class of 2020 has their Orientation from August 24th – August 30th. Applications are due May 3, 2016 by 5pm in Lattimore 312 or via ur.orientation@gmail.com. Be sure to work with your Primary Advisor in advance for tips, suggestions and a signature. You can find the application at: <https://www.rochester.edu/college/orientation/volunteer.html>

THIS FRIDAY @ 1pm: Free Pizza w/ USEED

Start planning your fall fundraiser NOW! USEED@Rochester is a powerful tool for raising money through crowdfunding. Meet the consultants from USEED as they learn your story and how best to garner that through crowdfunding. Location 121 Wilson Common.

Organization Participation in Meliora Weekend

Opportunities to participate are limited. If your student organization is interested in being involved, please complete the form as soon as possible. If your organization is interested in hosting a "stand-alone" event during the weekend, please follow the proper steps on the form as well. Please consult your primary advisor before submitting the form.

<https://ccc.rochester.edu/form/start/99114>

If you do not complete the form, your group will not be able to be involved in events during the weekend. **Please complete the form no later than April 28, 2016.**

Large Event Scheduling

Scheduling has begun for LARGE events in the 2016 – 2017 school year! If you have location requests for a big programming event in the coming year, use your organization's Virtual EMS "2016-2017 Event Location Requests" template to submit them. The normal Virtual EMS templates will be ready to start receiving requests in mid-June for all types of reservation requests.

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/>.

Student Organization Kudos

Do you have something exciting to share about your organization? We would like to feature exciting news in each month's Organization Insider! Fill out this [form](#) and let us know what you'd like to share!

Policy and Review Announcements

Organization granted preliminary status:

- UR DJs

Organizations granted final recognition:

- UR Consulting

To connect to these new organization visit their CCC page.

Leadership Course

"The Leadership Experience" (CAS 358) 2 credits, Fall 2016

Are you new to a leadership role with a student organization? Do you want to think about how to exercise leadership sensitively and effectively? This course provides an opportunity to learn about leadership history, theory, and practice by engaging with other leaders and by reflecting on your own experiences. Through readings, lectures, videos, and guest speakers, the course introduces leadership concepts and models, with particular emphasis on the social change model of leadership. Students emerge from the class with a well-informed definition of this complex and multi-faceted concept, and well-prepared to exercise leadership on campus and beyond. Course meets Friday from 2:00-3:30 p.m. **This 2-credit course can be used to satisfy the requirements for the Citation for College Leadership.**

For more information, contact [Glenn Cerosaletti](#)

City Cycles is Back!

The University of Rochester's bicycle lending library City Cycles returns this Monday, April 25th! City Cycles offers a free 24-hour bike rental to UR River Campus undergraduates for sightseeing, shopping, and recreational biking. All reservations are made using our new online reservation system. Bicycles are picked up at and returned to the Goergen Athletic Center. Students can make reservations online beginning the morning of April 25th at <https://sa.rochester.edu/citycycles>.

Towpath Bike will be on hand every Tuesday 1-3PM, offering free maintenance and discounted repairs and parts for students' bicycles.

SA recognized groups may reserve bikes for group outings. Please contact alexander.northrup@rochester.edu for more information or to reserve a group of bikes.

City Cycles is a partnership between Wilson Commons Student Activities, SA Government, and the Goergen Athletic Center. For questions or more information, please contact citycycles@sao.rochester.edu.

Complete Assessment Forms

Don't forget to complete any remaining Assessment Forms for activities occurring in the spring semester. Evaluating your activities helps your organization transition and aids in completion of end of the year reports. Incoming officers often find it helpful to review these forms. Once an Assessment form is approved you need to upload it to your organizations Documents folder: Go to 'Involvement'; 'Submissions'; 'Forms'; then select the assessment form you want to upload.

Transitioning Eboards

Remember a successful executive board is not only the glue that will hold your organization together from year to year but also the fuel that continues to propel them in a forward direction. A successful eboard transition is neither difficult nor very time-consuming, however if you don't do it right you can be in a struggle next semester. View a short, helpful transitional checklist [HERE](#).

End of Year Clean Up

Make sure your mailboxes are cleared out. Organizations who have storage/cabinet in Wilson Commons, Spurrier, or Morey you were contacted recently regarding our regular storage assessments. The next assessments will take place in July. Updates have been made to the SA Storage policies including the requirement to sign keys in and out every year. Please make sure you sign in your keys no later than May 1st or your final date of departure from campus, even if you will be here over the summer and using your storage. Lost or unreturned keys result in a \$50 fee to the individual listed on the Key Log Contract. If you will be using your storage over the summer you can sign the keys back out. For the full policy please [click here](#).

Food Truck Application

Do you want to incorporate a Food Truck into your event next fall? Start planning now as applications are due EARLY August 10th. More information about the food truck policy and application is [here](#).

Update Campus Community Connection

Be sure to update your Campus Club Connection site before you leave for the summer. Officer listing, pictures, meeting times, etc., should be updated so incoming freshman can get an accurate picture of your organization as well as emails sent about fall semester are going to the correct people. Also, Event Registration will be closed May 20th - June 20th.

Wrapping up Finances

As an executive board, it is important that your finances are in order before summer. Double check that you are in the green, that all Event and Classroom Management, Facilities, Graphic Design, and other bills are paid, and donations are sent to their organization before you leave. Failure to pay bills will result in loss of room reservations or event services.

If you have outstanding Event and Classroom Management bills, email [Lynn Stork](#).

If you have outstanding bills for Facilities, email [Kim Taylor](#).

If you have outstanding bills for Graphic Design, email [Austin Retzlaff](#).

Writers Wanted for the Buzz

The Buzz is the University's blog FOR students BY students. It profiles undergraduates who do great things and often fly below the radar.

If you would like to write for The Buzz beginning in the Fall 2016 semester, contact Student Life Press Officer (and Buzz editor) Jim Mandelaro at: Jim.Mandelaro@Rochester.edu

You can write as little or as often as you want.

It's great experience, and great for your resume!

Here's a link to The Buzz. Check out the articles our staff has written this academic year:

www.Rochester.edu/TheBuzz

SAVE THE DATES

Fall Leadership Training is Tuesday, August 30th, the day before classes

Yellowjacket Weekend – September 2-5, 2016

The Fall Activities Fair will be held on Friday, September 2nd. Registration for the Fair will begin in mid-August

Promotional Opportunities

Wilson Commons Promotional opportunities will be accepted for the fall semester starting Monday, August 15th. For the Spring Semester, the start date will be Monday, November 28. They will be processed in the order in which they are received because the email notification is time and date stamped.

Promotional opportunities are: Info tables, Flex tables, Banners, 3rd Floor Display case, Expression Wall, Chalkboard, Prize wheel, Donation Box and Candles.

Summer Highlights

Staying for the summer? Learn about fun things to do on and off campus by signing up [HERE](#) to receive SUMMER HIGHLIGHTS! Follow the Summer Sessions [Facebook page](#) for up to date information on summer sessions information and activities.

CCC Monthly Tip

Did you know CCC can act as a social media hub for your student organization? Keep your members and supporters updated with all the latest news and events over the summer by linking to Facebook, Twitter, Instagram, Tumblr, Pinterest, YouTube, and more! Explore your options by logging into CCC and clicking the blue "EDIT" button in the "About" section of your student organization page. Scroll down until you find text boxes where you can list your social media links.

Contact SA Technology & Web Coordinator Sarah Hedrych (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!