



The Student Organization Insider

December 2020

Dear Student Leader,

Your efforts have been especially important during the fall semester! Together, we are all working to foster campus community to Rochester students around the world.

To aid in this effort, we encourage continued regular communication with your members and advisor. As your organization begins work to implement strategies and plans during the pandemic, remember the importance of "protecting the hive" in making the [#URCommitment](#). While guidelines and policies are changing, this Insider provides you with the most up-to-date information on impacts to student organization operations. We are developing a FAQ, which is linked on our [homepage](#).

Please continue to follow us on [Facebook](#), [Instagram](#), and [Twitter](#) for updates. Plus, check out [CCC](#) and Chat Live with George on our [website](#).

Meliora,
WCSA

What's Inside:

1. [Save the Date: Winterfest Weekend 2021](#)
 2. [Winter Activities Fair](#)
 3. [Student Organization Events](#)
 - [Student Organization Annual Review \(SOAR\)](#)
 5. [Mid-Year Leadership Training 2021](#)
 6. [Leadership Development: How to Be an Antiracist](#)
 7. [Advisors on CCC & CCC Elections Tool](#)
 8. [Reservations](#)
 9. [UR Late Night Co-Sponsorship Opportunities](#)
 10. [Student Organization Accolades & Awards](#)
 11. [SAAC & SOFO End of Semester Dates to Know](#)
 12. [CCC Support and Office Hours](#)
-

Save the Date: Winterfest Weekend 2021

Winterfest Weekend is February 4th through 7th, and while it will look a little different than usual, this Community Weekend has a lot of fun to offer! The weekend will include an ice-carving demonstration, special comedic performance, fire pits, giveaways, and so much more hosted by Student Organizations and campus departments! It is everything you love reimagined to provide us all a fun and safe weekend.

As a Rochester Tradition, Winterfest Weekend is one of the College's four Community Weekends. If your Organization would like an event represented on the Winterfest calendar, please contact [Jill Wulfenstein](#) by December 11, 2020.

Winter Activities Fair

Kick-off the spring semester at the second-ever Virtual Activities Fair! The event will take place on CCC throughout Winterfest Weekend - starting on Friday, February 5th and ending Sunday February 7th. The fair will be active each day at different times to accommodate varying schedules and time zones. During the fair, you will be able to showcase your Organization while connecting and engaging with new and returning students.

Designing your virtual booth will be very important and should include as much information as possible. Stay tuned for an upcoming email from your Organization's advisor with more information on how to get started and deadlines for setup. Not the best with technology? That's okay - there will be two live trainings PLUS a recorded training you can view anytime.

Student Organization Events

As a reminder, Student Organizations planning to host events through December 9th must do so virtually. During this time, no in-person or hybrid events will be approved.

Student Organizations will not be permitted to host events or meetings from December 10th through January 9th. Starting January 10th, Student Organizations can start to host virtual General Member Meetings (GMM) as long as no resources are being requested. The funding request form for College Student Organizations will reopen January 24th for events starting on February 1st or after.

Regular meetings and events can occur starting February 1st - provided the virtual, hybrid, and in-person event, activity, and program proposal form is approved. This form can be accessed [here](#), and will be open for submissions in January 2021. Please contact your Organization's advisor if you have questions.

Student Organization Annual Review (SOAR)

All College Student Organizations are evaluated through the [Student Organization Annual Review](#). The [self-report](#) for Student Organizations will open by 5 p.m. EST on Friday, December 4th. Student Organizations must submit their self-report by 11:59 p.m. EST on Sunday, January 24th. A preview of questions can be found on the SOAR website. Only one self-report can be submitted per Organization. It is encouraged to involve the entire executive board in completing the self-report; this is not something that should be completed by one officer. The period under review is January 2020 through December 2020.

- [Activity Reflections](#) for the review period must be submitted by 11:59 p.m. EST on Monday, January 4th.
- Organization CCC site review will begin on Monday, January 4th. You can visit [CCC's Frequently Asked Questions](#), if your Organization has questions regarding CCC. Additional CCC questions can be referred to [CCC Support](#).

Mid-Year Leadership Training 2021

There are three components of Mid-Year Leadership Training:

1. Opening Session
2. Advisor Session
3. Event Registration: COVID-19 Spring Semester

All other leadership development opportunities are encouraged, but not required. Training will start on Tuesday, January 26th at 7 p.m. EST. For more information about registration, visit this [link](#).

Leadership Development: How to Be an Antiracist Leader

Becoming an antiracist leader requires a commitment to ongoing learning and individual action. Are you ready to make positive personal changes and develop the ability to express these changes?

Dr. Ibram X. Kendi's book, *How to Be an Antiracist*, will help guide your self-examination of the relationship between race, racism, and antiracism. As leaders, this examination supports goals to authentically contribute towards racial equity on our campus community, as well as, through our civic, social, and familial roles.

[Register](#) for this event and learn more [here](#).

Advisors on CCC & CCC Elections Tool

As a reminder, do not remove your Organization's advisor from your list of officers. It is mandatory to keep an advisor listed. Without a listed advisor, processes such as event proposals and activity reflections can be missed.

Additionally, do not forget to update your CCC rosters to reflect any officers that may be transitioning at the end of the semester.

Is your Organization holding officer elections soon? Consider using the CCC Elections Tool. You can learn more on how to utilize this feature through [this video tutorial](#). If you have any questions or issues, please contact us by using the [CCC Support Request](#) form.

Reservations

Room reservations for events will continue to be a part of the event proposal process. Student Organizations must submit their event proposal and, if approved, an appropriate location will be determined and reserved for the event.

Reservations for executive board meetings, outdoor GMMs, rehearsals, and club sport practices can be submitted now through January 10th. Organizations who submit by this deadline will be randomly drawn and assigned a location that best fits their needs. Submissions after this deadline will be reviewed and, if there is a space available, we will do our best to try and find a space from what is available at that time.

- Executive board meetings should use the [Executive Board Meeting Request](#) form.
- Club sports, dance, and performing arts Organizations should submit their rehearsals/practices using the [Rehearsal/Practice Request](#) form.
- Outdoor GMMs should be submitted through the [Virtual, Hybrid, and In-Person Event, Activity, or Program Proposal](#) form.

UR Late Night Co-Sponsorship Opportunities

Is your Student Organization interested in co-sponsoring an event with UR Late Night during the spring semester? [Fill out this form](#) to express your interest! Whoever submits the form will be contacted by the UR Late Night Committee.

Student Organization Accolades & Awards

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

SAAC & SOFO End of Semester Dates to Know

The [COVID Funding](#) request form and the [COVID Supplemental](#) request form will be closed for submissions from December 9th through January 24th. Funding requests for the Spring semester can be submitted starting January 24th.

As always, the [Green Form](#) will be open for continued use during the winter break to facilitate payments for outstanding transactions that occurred during the Fall semester.

If you have any questions or concerns, please reach out to your [student accountant](#).

CCC Support and Office Hours

Want to give feedback? Do you or your Organization want some personalized training? Are you having an issue? Fill out [CCC Support Request](#) form. The Support Request form is the most direct way to get training, help, and your questions answered about CCC.

Have questions about using CCC? Want to learn how to register an event? Update your roster? Join us for [CCC Office Hours](#) on Friday, December 4th and 11th from 11 a.m. to 1 p.m. EST.

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 Report or Weekend Highlights, and it will not be used to advertise student organization events.