

GO UHCL HAWKS!

IMPORTANT

STUDENT ORGANIZATION DATES



37th Annual Student Leadership Banquet – Tickets on Sale NOW

The banquet will be held on Friday, April 24th at Space Center Houston. Below are the price listings. Please pay close attention to the dates.

Final deadline to purchase any remaining tickets is Friday, April 17 at 12 noon.

EARLY BIRD SPECIAL (March 12th – April 3rd)

Student Org leaders, Advisors, and their guests	\$30.00 per person
Staff, Faculty, and their guests	\$35.00 per person
Student Org Table Reservation (10 seats max)	\$300.00 per table

GENERAL ADMISSION (April 6th – April 17th)

Student Org leaders, Advisors, and their guests	\$40.00 per person
Staff, Faculty, and their guests	\$45.00 per person
Student Organization Reservation (10 seats max)	\$400.00 per table

Tickets can be purchased at the Student Life Office (Cash or Check ONLY). **If you plan to purchase multiple tickets, be sure to supply us with the names of EACH ticket holder.** We must have the name of each ticket holder even if it is a friend or relative.

Student Organization Presidents' Roundtable

MARCH MEETING: Fri, March 27, 11:00a-1:00p | Guest Speaker: UHCL Scheduling

APRIL MEETING: Fri, April 17, 11:00a-1:00p | Guest Speaker: UHCL Risk Management

Both meetings will be held in SSCB Classroom 2311 (second floor)

Join the round table discussion with fellow student organization leaders! The program gives student organization Presidents (or other designated officers) the opportunity to assemble, network, and share collaboratively their ideas with fellow colleagues. The meetings also give the leaders an opportunity to discuss various issues organizations face at UHCL. We encourage both incoming and outgoing officers to attend. RSVP at www.uhcl.edu/studentorganizations/roundtable.

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Student Organization Officer Elections

This is the time of year when all student organizations begin the election of new officers to serve the organization for 2015-2016. Please be sure to review and follow the election process as stated in your organization's constitution. **SUBMIT AN OFFICER CONTACT FORM ASAP** so that our office will have an updated officer email list.

Honor Cords for May 2015 Graduation – DEADLINE March 31

If you have members/officers in your organization that are scheduled to graduate AND ARE **ELIGIBLE** to buy honor cords (based on your approved constitution and/or approved honor cord system), please designate one (1) officer to send me a list of students. The **Stu Org Honor Cord Request form** (only available via email message) listing graduating members will need to be filled out, signed, and submitted to the Student Life Office. **If you are using an outside vendor** to purchase honor cords, please fill out the **Stu Org Honor Cord Outside Vendor Form** (again available via email) and submit it with your list of members. **The process must be completed by Tuesday, March 31st at 12 noon.**

Starting April 1st, approval letters will be made and confirmation emails sent out with specific approval/purchasing instructions.

Spring 2015 Graduation Commencement Program – DEADLINE April 3

TO ALL HONOR SOCIETIES, the **Honor Societies Commencement Request Form** (sent to you via **email message**) listing graduating lifetime members will need to be filled out, signed, and submitted to the Student Life Office. We need to send a complete list to the Office of Academic Records so the names can appear in the graduation programs. Be sure to check your records carefully. There may be some students who are members but not recently active. Regardless of their current activity on campus, they are still lifetime members and need to be added to your lists.

The deadline to submit your lists is set for Thursday, April 3rd at 4pm.

2015-2016 Student Organization Recognition – Packets available April 7!

A revised recognition packet for student organizations for 2015-2016 will be available online and in the Student Life Office. Please remember that **FULLY COMPLETED recognition packets WILL ONLY BE ACCEPTED at the scheduled Recognition workshops!** See **S.O.L.D. Workshop Series** for upcoming Recognition Workshop dates!

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Student Leadership Banquet – Advisor of the Year Nominations – Deadline April 7

Nominations are now open for this year's Advisor of the Year Award. An email was sent to **ALL** officers with a website link (make sure your Officer Contact List is updated with Student Life). Using the link provided, nominate your advisor for Advisor of the Year. **Only one nomination per organization will be accepted.** Duplicates will be erased. Take the time to get with your organization and discuss what you would like us to know about your advisor. After we receive nominations a recipient will be chosen and recognized at the 37th Annual Student Leadership Banquet.

Student Leadership Banquet – Peers Choice Awards – DEADLINE April 7

Nominations are now open for this year's Student Organization Peers Choice Awards. An email was sent to **ALL** officers with website links (make sure your Officer Contact List is updated with Student Life). Using the link provided, submit nominations for Student Leader AND Student Organization of the Year. We encourage **ALL** officers and advisors to submit nominations (we are looking for multiple nominations). After we receive all nominations, we will tally them up and present you with a set of nominees for online voting. Recipients will be chosen and recognized at the 37th Annual Student Leadership Banquet.

Student Organization Leadership Development (S.O.L.D.) Workshop Series

Organization Leadership Assessment and Transition

Thurs, April 09, 11a-12p | Mon, April 13, 5p-6p | SSCB Student Org Room 1.202.07

Incoming and outgoing student organization officers will work collaboratively on assessing the organization's current performance, use feedback to develop future plans, and utilize survival tips to build a stronger group for 2015-2016.

2015-2016 Student Organization Recognition Workshop

Tue, April 21, 1p-2:30p | Wed, April 29, 4p-5:30p | SSCB Student Org Room 1.202.07

GET AN EARLY START! The top two (2) officers must attend this workshop when offered in order to complete the recognition process for the 2015-2016 year. Dates for summer and fall 2015 will be announced soon!

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Student Leadership Banquet – Organization Photo Submission – DEADLINE April 13

At the end of the Student Leadership Banquet, a slideshow is presented highlighting all student organization and office events for 2014-2015. With a growing number of organizations this year, we would like to highlight as many as possible in the 20 minute presentation. Using the website address below, each organization is asked to submit your best four (4) photos representing the organization. Other specific photo submission guidelines are listed on the website form.

www.uhcl.edu/studentorganizations/banquetphotos

Deadline to submit your photos is set for Monday, April 13 at 12 noon.

EBI Student Leadership Assessment – DEADLINE April 24

At the end of March an email will be distributed to ALL 2014-2015 officers regarding the Educational Benchmark, Inc. (EBI) Student Leadership Assessment. The data collected from this assessment will help the Student Life Office improve programming, services, and assistance to YOU and other student leaders now and in the future. **Your feedback is VERY import to us.** The deadline to complete this VERY important survey is set for Friday, April 24. You will continue to receive emails until then.

Student Organization Calendaring Meeting

FALL 2015 Events: Tues, April 28, 11:00a-1:00p | SPRING 2016 Events: Tues, May 5, 11:00a-1:00p

The calendaring meetings are scheduled to take place in the SSCB Lecture Hall. If your organization would like to schedule the larger public spaces for fall 2015 or spring 2016, please attend the appropriate meeting dates and times. **Once your event has been confirmed with scheduling AT the meeting, you MUST formally submit a facility request form, a layout form, and if applicable food permit after THAT meeting.** Temporary reservations at the meetings will be erased if paperwork is not submitted on time.

UHCL Student Life Office

Student Organizations Program

StudentOrgs@uhcl.edu | [281-283-2560](tel:281-283-2560) | www.uhcl.edu/studentorganizations