

# **Student Organization Monthly Success Planner**



#### **AUGUST**

	Check mailbox bin & locker in Student Involvement Center (Davies 220)
	Meet with officers to discuss yearly goals and recruiting strategies
	Meet with your org advisor to review expectations of each other (meeting minutes must
	be uploaded within your Org Re-registration form.)
	Check org e-mail account status (if you have one housed through LTS)
	<ul> <li>Note - you can now use your Blugold Connect+ group email for all your</li> </ul>
	organization's correspondence!
	Agree on a regular meeting time and schedule all meetings
	Ensure you are registered & prepped for the Fall Blu's Organizations Bash org
	recruitment fair event
	Watch for Student Org Monthly Newsletter via Blugold Connect+ (all officers & advisors
	receive a direct email)
SEPTE	EMBER
	Participate in the Fall Blu's Organizations Bash student org recruitment event
	COMPLETE ANNUAL STUDENT ORGANIZATION RE-REGISTRATION
	REQUIREMENTS
	1. Log into your Blugold Connect+ group page to complete the Annual Student
	Organization Re-Registration request form
	<ul> <li>Note: This form also incorporates current UWEC Constitution</li> </ul>
	requirements that must be completed/acknowledged annually, and the
	request to open a Student Organization On-Campus Account (new org
	requirement this year.)
	2. All org Presidents <b>ARE REQUIRED TO ATTEND</b> the Student Org Leaders Nuts &
	Bolts Training (additional officers encouraged to attend!) (3 <sup>RD</sup> week in Sept.)
	3. Schedule a time to meet with your org advisor(s) – meeting minutes must be
_	uploaded within your Org Re-registration form
	Request additional Blugold Connect+ assistance if needed (tutorials available at Help Site)
	Download the Blugold Connect+ app
	Create your org events via your Blugold Connect+ org portal (your org events are
_	automatically uploaded to the Blugold Connect+ app)
	Establish clear and concrete goals for the organization
	Participate AND attend Homecoming events!
	Ensure org On-Campus account or bank account is updated with current president,
	treasurer and advisor (On-Campus account statements can be requested by contacting

- Important note: All student organizations will be required to open a new "On-Campus Account" this year. It is highly recommended that you close your bank account and deposit all organization funds into your new "On-Campus Account."
- □ Watch for Student Org Monthly Newsletter via Blugold Connect+ (all officers & advisors receive a direct email)

University Accounting.) US Bank accounts require a request (at US Bank) for e-

statements to be sent to account signatories.)

ОСТС	DBER
	ANNUAL STUDENT ORGANIZATION RE-REGISTRATION REQUIREMENTS MUST BE COMPLETED BY OCT. $15^{TH}$ (by 11:59pm)
	Request additional Blugold Connect+ assistance (if needed) (Tutorials available on the
	Help Site)
	Keep your advisor(s) informed
	Participate AND attend Homecoming events!
	Hold meetings on a consistent basis
	Watch for Student Org Monthly Newsletter via Blugold Connect+ (all officers & advisors receive a direct email)
	EMBER & DECEMBER
	November 1 <sup>st</sup> - Student Organization Segregated Fee funding applications open (via
	Blugold Connect+) November 1st - Spring Blu's Organizations Bash organizations bash organizations by
	November 1 <sup>st</sup> - Spring Blu's Organizations Bash org recruitment fair event pre- registration opens (via Blugold Connect+)
	Hold elections and begin officer transitions (if applicable)
	Update Blugold Connect+ org portal information with updated officer information
	Ensure org On-Campus account or bank account is updated with current president,
	treasurer and advisor.
	<ul> <li>On-Campus account statements can be requested by contacting <u>University</u></li> </ul>
	<ul> <li>Accounting</li> <li>US Bank accounts require a request (at US Bank) for e-statements to be sent to</li> </ul>
	<ul> <li>US Bank accounts require a request (at US Bank) for e-statements to be sent to account signatories.)</li> </ul>
	Watch for Student Org Monthly Newsletter via Blugold Connect+ (all officers & advisors
	receive a direct email)
JANU	JARY, FEBRUARY, & MARCH
	Student Org Segregated Fee Funding applications due
	Participate in the Spring Blu's Organizations Bash org recruitment fair event
	Create new goals and re-evaluate previously established goals
	Recruit new members
	February & March – Student Org Segregated Fee Budget presentations  Watch for Student Org Monthly Newsletter via Blugold Connect+ (all officers & advisors
Ц	receive a direct email)
ADDI	L & MAY
APKI	Hold new officer elections and begin officer transitions (if applicable)
	Update Blugold Connect+ org portal information with updated officer information
	Ensure org On-Campus account or bank account is updated with current president,
	treasurer and advisor (On-Campus account statements can be requested by contacting
	<u>University Accounting</u> . US Bank accounts require a request (at US Bank) for e-
	statements to be sent to account signatories.)
	Submit nominations for Student Organization Excellence Awards (Org and Advisor of the
	Year) Work on and complete annual goals
	Recognize graduating organization members
	Watch for Student Org Monthly Newsletter via Blugold Connect+ (all officers & advisors
	receive a direct email)
JUNF	& JULY
	Ensure any "current" Student Org Segregated Fee funds are utilized before June 30 <sup>th</sup>
	Next Fiscal Year Student Org Segregated Fee funding awards are available July 1st

# SAVE THE DATES! \*\* 2025–2026 Must-Know Events & Deadlines

## **m** Additional events/dates will be added throughout the summer!

All event registrations/applications are hosted in Blugold Connect+.
Watch the Org Monthly Newsletter for more information!

### **FALL SEMESTER**

AUGUST 15<sup>th</sup> – Annual Student Organization Re-registration process begins

SEPTEMBER 10<sup>TH</sup> – Fall BOB, 11am-1pm (Campus Mall) (rainsite = Ojibwe+Dakota Ballrooms)

SEPTEMBER 24<sup>TH</sup> – Student Org Leader "Nuts & Bolts" Training (**mandatory for all org Presidents**), 5pm-8pm, Dakota Ballroom (Davies 340) (registration opens Aug. 15th via BC+)

SEPTEMBER-OCTOBER – Blugold Connect+ Basics – Pop-Up Trainings (watch for dates!)

# OCTOBER 15<sup>TH</sup> (by 11:55pm) – ALL STUDENT ORGANIZATION ANNUAL RE-REGISTRATIONS ARE DUE!

NOVEMBER  $1^{ST}$  – Student Organization Annual Segregated Fee funding applications open (via Blugold Connect+)

NOVEMBER 1<sup>ST</sup> – Spring Blu's Organizations Bash event pre-registration opens (via Blugold Connect+)

## **SPRING SEMESTER**

FEBRUARY 4<sup>TH</sup> – Spring BOB & Part-time Job Fair, 11am-1pm, (Ojibwe & Dakota Ballrooms, 3<sup>rd</sup> Floor Davies Center)

FEBRUARY 9th – Student Organization Segregated Fee funding applications **DUE** 

FEBRUARY/MARCH – Student Organization Annual Segregated Fee Budget presentations occur

APRIL – STUDENT ORG END OF YEAR TRANSITION WORKSHOP & BANQUET – **REQUIRED for all incoming and outgoing presidents/officers** - Date/Time TBD

MAY 30<sup>TH</sup> – Ensure all Annual Segregated Fee Funding allocations (from previous fiscal year) are spent (funds DO NOT CARRY-OVER to next year.)

JULY 1<sup>ST</sup> – F/Y 2026-2027 Annual Segregated Fee Funding awards become available