

EARN YOUR STRIPES

Promoting & Recognizing Student Organization Success

TIP SHEET



KEY PROGRAM DATES

Submit all criteria by
April 2, 2018

Attend The LeeRoy's
excellence awards on
April 18, 2018

ACCESSING THE GOOGLE FOLDER

Email
getinvolved@trinity.edu
for officer access

Visit
tinyurl.com/EYS1718
& locate your folder



1.1 Annual registration is an online process that opens in January of each year.

1.2 The online roster form will be shared with you. Please be sure to list at least 10 members.

1.3 Annually, review and amend governing documents, as necessary. Follow protocol unique to your org.

1.4 Risk management training will be an online module. Once completed, share key points the org might need to know. Pass around a sign up sheet & note the the date & location of the presentation.

1.5 The annual registration form requires that you submit contact info for advisor(s). Email getinvolved@trinity.edu for help finding an advisor.



2.1 List all new members (include month/year joined) in a Google doc.

2.2 All executive officers will attend Leadershipalooza to kick start another year!

2.3 Complete the goals form pre-loaded in your organization's Google folder.

2.4 One advisor meeting/semester should be a goals "check-in." The other meeting is up to you. Aim to meet in September/November & February/April.

2.5 Host regular meetings as defined by your org. Share minutes following each meeting to enhance communication.



3.1 Active member standards can include presence at a minimum number of meetings/events, a GPA requirement, paying dues, etc.

3.2 Recognize members via social events, awards, or a regularly recurring member spotlight.

3.3 Consider a Career Services or CliftonStrengths workshop. Email getinvolved@trinity.edu for ideas.

3.4 Incoming & outgoing officers should meet at least once to share tips and materials. Upload a list of transition meeting(s) and names of students present.

3.5 Spend time together at a retreat planning, setting goals, and celebrating successes! Looking for help? Email getinvolved@trinity.edu.



4.1 Online registration for involvement fairs is disseminated about 30 days in advance of the event.

4.2 Share the great work (and fun!) your org is doing via Instagram, Facebook, or Twitter.

4.3 Promote, promote, promote. Get your name out there via LeeRoy daily e-newsletter, Trinitonian ads, social media, and more.

4.4 Show your #tigerpride! Support events by getting 50% of members to the MLK Jr. March, Mocha Life, campus lectures, TDC Diversity Dialogues, & more. Remember to take pictures!

4.5 Collaboration is the name of the game! Join forces with your peers to host one collaborative event/year (service, diversity, etc.).