

College of Business

2021-22 Student Club Policies & Information

(Prepared Oct. 18, 2021)

COLLEGE OF BUSINESS (COB) RESPONSIBILITIES

As a requirement for being a COB-affiliated club this year, please commit to one of the two levels of engagement: **Associate** or **Partner**.

Associate student clubs:

Requirements

- Meet with your COB club advisor at least once per term.
- Attend COB student club leadership meetings, held once per term. Please make sure that your president or at least one other member of your leadership team is able to attend. Your COB advisors are welcome to attend, as well.

Benefits

- Reservable space in COB buildings.

Partner student clubs:

Requirements

- Meet with your COB club advisor at least once per term.
- Attend COB student club leadership meetings, as stated above.
- Attend COB recruitment events held every term, known as *Get the Scoop*. Your club will have the opportunity to engage with new students at each event. There are typically 1 – 2 of these events each term.
- Organize one *This Week in Business* opportunity each term to invite any COB students to attend (such as a workshop, info session, guest speaker, etc.).
- Must be designated as a University Student Organization (USO).

Benefits

- Reservable space in COB buildings.
- \$500 annual funding allocation.
- Transportation costs covered for site visits to companies and organizations.
- Request additional funding for professional development events, which will be considered by the COB Student Success Team.
- Advertise opportunities for your organization through the student newsletter, OSU calendar, and Handshake.
- Receive additional support to connect with companies/industries for opportunities.
- Be invited to attend leadership and professional development opportunities.

	Associate	Partner
Meet w/ COB club advisor each term	REQUIRED	REQUIRED
Attend club leadership meetings each term	REQUIRED	REQUIRED
Attend <i>Get the Scoop</i> events each term	<i>Optional</i>	REQUIRED
Organize one <i>This Week in Business</i> opportunity each term	<i>Optional</i>	REQUIRED

College of Business

RECOGNITION

Your 2021-22 recognition must be completed in Ideal-Logic, and your College of Business sponsorship agreement, before anything else! We cannot support room reservations, transportation, funding allocation, etc. until you are a recognized student organization. Clubs are structured into two categories: University Student Organization (USO) or Affiliated Student Organization (ASO). More information can be found at <https://beav.es/UQM>.

ACTIVITIES

Events

You may host in-person and/or virtual opportunities. Any in-person activities must adhere to current OSU policies found at <https://beav.es/Ucn>.

If you need assistance supporting Zoom in a classroom space, please contact COB IT at helpdesk@bus.oregonstate.edu to arrange a time prior to your event.

Travel

For liability purposes, we can only assist in transportation arrangements for clubs designated as a *University Student Organization*.

Submit your travel plans well in advance to ensure a vehicle reservation can be secured – at least 2 weeks prior, but the further out, the better.

ALL travel must be recorded in Ideal-Logic with names of your club members attending – make sure that your member roster is up-to-date in the system. You will complete an Activity Plan, and be sure to indicate the use of Motor Pool for ground transportation and the College of Business as the campus funding source.

You must make a reservation with Motor Pool using your club's index, though it will not be billed.

Links and helpful information can be found online at <https://beav.es/cob-clubs>.

FUNDS

Allocated Funding

Partner clubs that meet the aforementioned criteria will be eligible to receive an annual allocation of \$500. These funds will be transferred to your index and may be spent at your discretion with the oversight of your faculty advisor. More information about fund use can be found at <https://beav.es/UQQ>.

SOA Grant Funding

Student Organizations & Activities (SOA) Grant funding is available for student clubs and is a great resource for additional money! You may apply for these funds through Ideal-Logic, as you have in the past. Funds are disbursed on a first-come, first-served basis. More information can be found at <https://beav.es/Uch>.

STORAGE

The lockers located in Austin 228 are available for club storage. Please email **cody.schrock@oregonstate.edu** with the OSU emails of the club leaders who are needing accesses. Their ID cards will be programmed to allow access.