Inclusive dates for eligible events/activities are August 17, 2015 through April 15, 2016. See specific details on the following pages for claiming points in various competition categories.

Black Students Association
“Club of the Year 2015”

**DEFINITION:** The term “CLUB” is used to include all student-chartered organizations.

**GENERAL GUIDELINES:** A designated number of points are awarded for participation in various events and activities during the fall and spring semesters. The CLUB that accumulates the highest total number of points will be declared the winner and receive a cash prize. The 2nd, 3rd and 4th place winners will also receive cash prizes (dollar amounts to be announced at the Student Engagement Banquet in the spring.)

The name of the Club of the Year will be engraved on the granite Club of the Year Bench located on the campus mall east of the Student Center.

**HOW TO CLAIM POINTS:** To claim and accumulate points for Club of the Year, an official Points Form must be submitted through the student activities website within 30 days of EACH event or activity. LATE SUBMISSIONS WILL NOT BE ACCEPTED. When claiming points, a Club Member may only represent ONE CLUB per event or activity.

**POINTS FORM:** Points will now be submitted online through the Student Activities link of the Rose State College website at [http://www.rose.edu/club-points](http://www.rose.edu/club-points)

Please note that ADVISORS SHOULD NOT COMPLETE AND SUBMIT POINTS FORMS. Doing so will inhibit the opportunity for students to learn valuable skills for becoming a successful leader. If the Secretary position is vacant, then the Club President or other student Club Officer can be designated to fill out and submit point forms.

**A CLUB CHARTER OR RE-CHARTER FORM LIST MUST BE SUBMITTED, APPROVED AND ON FILE IN THE STUDENT ACTIVITIES OFFICE BEFORE POINT FORMS MAY BE SUBMITTED.** The membership list should include the names, RSC student ID, phone number and email address of each member. Note: Club Members must be currently enrolled RSC students and actively involved in the club meetings and activities before they can be counted in any of the Club of the Year point categories. As new Members are added during the year, additions must be submitted and on file in the Student Engagement Office before the new Members can be counted in any of the points categories.

The Student Senate is not eligible to compete for Club of the Year. However, the members of the Student Senate are eligible to participate in the contest as an official member of other CLUBS. If the Senate is required to attend an event, then the Senator is disqualified from claiming points for a CLUB.

**DISCLAIMER: CLUBS ARE RESPONSIBLE FOR SUBMITTING THE CORRECT NUMBER OF POINTS FOR AN EVENT OR ACTIVITY.** The Student Activities Office reviews all submitted forms/points for accuracy; however, it is not the responsibility of Student Activities to “guarantee” the correct number of points have been submitted. Any errors discovered by a CLUB must be reported to Student Activities before the April deadline. Corrections after the deadline date will not be accepted.
CLUB OF THE YEAR POINTS/CATEGORY DETAILS

(Other categories/events may be added during the year. Club Advisors and Officers will be notified of details via email.)

**ADVISOR(S) IS REQUIRED TO ATTEND SOME CLUB EVENTS, BUT ADVISOR(S) CANNOT BE CLAIMED AS A “MEMBER” FOR POINTS IN ANY CATEGORY.** Only Student Members can be claimed for points.

**SOCCER KICKOFF EVENT:**
25 points for every club member that is present at Soccer Kickoff Event on September 4, 2015. Members must be there for the opening ceremony and stay at a minimum 2 hours to show support for the soccer program. (maximum 1,000 points per year).

**BLOOD DRIVE:**
25 points is earned per each Club Member who donates blood at the on-campus blood drive(s). Members must sign donors’ sheet at the event (maximum 150 points per year).

**CHILI COOK-OFF CONTEST:**
100 points is earned per CLUB for submitting an entry in the Chili Cook-Off. The entry must be submitted under the CLUB name (not an individual’s name). Extra points will be awarded for placement in the contest: 1st place- 100 points, 2nd place- 75 points, and 3rd place- 50 points. A people’s choice will be selected and also awarded 100 points.

**CLUB CHARTER RENEWAL:**
CLUBS will receive 100 points if their renewal is submitted by September 25; 75 points if submitted by October 9; and 50 points if submitted after Oct. 10 (one-time maximum point event).

**CLUB MEETING:**
50 points per meeting is given. CLUBS must attach a copy of the club minutes and sign-in roster of attending members at the meeting (maximum points of two (2) meetings per calendar month during the school year).

**CLUB OFFICER RETREAT:**
Student Activities will host a Club Leadership Retreat, 9/18/2015. Transportation and expenses for student leaders will be provided. 100 points may be claimed for the Club President’s attendance and another 100 points may be claimed for the Vice President’s attendance. If either officer is unable to attend, permission may be requested to substitute another Club Officer in his/her place. Rose State College staff will chaperone the students, so the advisor does NOT have to attend this off-campus event (maximum 200 points for this one-time event).

**COMMUNITY SERVICE PROJECT:**
50 points total is earned per Member for volunteering a minimum of two (2) hours at each community service project (NOT 25 points for each hour). These projects must be non-college and non-club sponsored projects only and must be located in the Mid-Del Community or Eastern Oklahoma County area. A Club Event Form must be submitted prior to the project and receive official approval from the Coordinator of Student Activities before CLUBS will be allowed to represent RSC as volunteers or claim points for this category. This category includes volunteering at the RSC Atkinson House on N.E. 10th & Midwest Blvd. This category does NOT include mentoring at the RSC adopted elementary schools or at other local schools (see “Mentoring” category for those guidelines) or participation in RSC Service Learning Projects, which are NOT eligible for any points. The Advisor must be present at these off-campus projects (maximum 500 points per year).

**CONFERENCE OR WORKSHOP OFF CAMPUS:**
50 points is earned per each Club Member who attends an official district, state or national workshop or conference that represents the club’s specific mission. This includes a one-day or multiple-days event. The Club Advisor must be present at off-campus events. An official College Travel Form should be submitted through the proper channel for the Club Advisor and Members. A copy of the approved travel form along with Club Event Forms and other required documentation of the conference/workshop must be submitted to Student Activities at least 10 days prior to an in-state workshop/conference and 30 days prior to an out-of-state workshop/conference, Points cannot be claimed unless required form(s) has been submitted and approved (maximum 500 points per year).
CONSTITUTION DAY
100 per member for attending the College’s Constitution Day celebration—must sign attendance sheet (maximum 500 points per year). Details to be provided

FUNDRAISING:
5 points may be claimed for each $1 Profit. Deduct cost of purchasing food or merchandise, etc. before claiming points. A Club Event Form must be submitted and approved prior to the fundraising event. See the 2013-2014 RSC Student Handbook for other fundraising guidelines. For example, raffles, soliciting advertisement and door-to-door sale of items are not allowed. Fundraising profit should be deposited into the club account within two working days of the event, and a copy of the deposit receipt must be attached to the points form (maximum 1,500 points per year).

GLOBAL AND CULTURAL LEARNING PASSPORT PROGRAM:
25 points per member can be claimed for attending any event listed in the GCL passport. Photos of passport stamps should be submitted with points form. Upon completion of all Passport requirements, an additional 100 points per member may be earned (maximum 1,500 points per year). For more information on the passport program, please contact Lori Morrow or Sherri Mussatto at lmorrow@rose.edu or smussatto@rose.edu

HEALTH FAIR ATTENDEE:
25 points per member may be claimed for attendance at the Health Fair. Members must show proof of attendance (maximum 200 points per year). Date TBA

HOLIDAY LIGHTING ATTENDEE:
100 points is earned per Member attending this event. Members must sign attendance sheet December 1, 2015 (maximum 1,000 points per year).

INTERCULTURAL EVENTS:
100 per member for participation in Student Engagement or Club sponsored Intercultural events. (maximum 1,000 per year). There will be a sign-in sheet at each event. Club Members’ attendance must be documented to claim points.

ROSE REVIEW ATTENDEE:
25 points per member may be claimed for attendance at Rose March 3, 2016. Members must show proof of attendance (maximum 200 points per year).

RSC DRAMA PRODUCTIONS ON-CAMPUS:
25 points is earned per Member, per production. To qualify for points, a Club Event Form with a list of participating Members must be submitted and approved PRIOR to attendance of the on-campus RSC Drama Production. Please scan or turn in program or ticket stub as documentation (maximum 500 points per year).

RSC SOFTBALL, BASEBALL OR SOCCER GAMES:
25 points is earned per Member per game. To qualify for points, a Club Event Form with a list of participating Members must be submitted and approved PRIOR to attendance of the game (maximum 500 points per year).

SOCIAL MEDIA PARTICIPATION:
Clubs may earn points by posting club activities to Instagram to promote awareness. To be eligible, club members must:
1. TAG @rscstudentactivities in the photo.
2. Utilize #RSCintheClub AND #clubname
3. Claim points through the website. (this can be done once monthly and can include numerous posts)
   For example: Teach Club posts a photo of members reading to a classroom: they must utilize the tag feature to tag @RSCStudentActivities and in the comments, use #RSCintheClub #TeachClub
   10 points per post, 1500 points yearly max.

SPEAKER (at Club Meeting):
Providing Club Members with speakers to inform them about the professional world is an important aspect to a club’s program. 25 points for an RSC College professional or faculty guest speaker, and 50 points for an off-campus professional or faculty guest speaker. Note: students and student-employees do not qualify as guest speakers. To claim points, a Club Event Form must be submitted and approval received prior to the speaker’s appearance. These points are in addition to regular meeting points (maximum 500 points per year).
STUDENT ENGAGEMENT SPECIAL EVENTS (CLUB SPONSORED TABLES):
200 points is earned for a club-sponsored table at an event. At least one Club Member must be present at the booth for the entire event (maximum 1,000 points per year total for club-sponsored tables).
- Raider Dayz Fall and Spring
- Fall Fest/C4 Week: October 19-22
- Springfest : April 13 and 14

Fundraisers are allowed at club tables; however, points for profit must be claimed on a separate entry.

STUDENT SENATE MEETING:
100 points is earned per meeting (points limited to one club member per meeting), but that Club Member cannot also be a member of the Senate or be required to attend as a reporter, etc. More than one Club Member is welcome and encouraged to attend the Student Senate meetings, which are held each Tuesday at 2:00 p.m. in the Student Center (no yearly maximum).

STUDENT SUCCESS WORKSHOPS:
100 points is earned per Member per workshop. These workshops are scheduled and coordinated by the Student Success Office located in the Student Center lobby. Workshops include Stress Management/Memory, Time Management/Note taking, Test Taking Strategies/Overcoming Test Anxiety, etc. Contact 733-7334 for more workshop information or email Carla Robison at crobison@rose.edu (maximum 2,500 points per year).

VETERANS DAY CELEBRATION (November 10, 2015; 11:00-12:15 in the Student Center Main Dining Room):
50 points is earned per Member attending this event featuring a guest speaker and presentation of Veteran of the Year (maximum 500 points).

VOLUNTEER & COMMUNITY SERVICE OPPORTUNITIES:
100 points per member to attend the Student Engagement sponsored Volunteer and Community Service Projects. Must ride the bus and participate all day. (maximum 1,000 points per year).

OTHER RSC EVENTS: Other opportunities for points will be available throughout the year. An email will be sent to the Club Advisor and Club Officers with information about which RSC events are eligible for points. Please note the directions for claiming points as they will vary. NOTE: Points cannot be claimed if Club Members are required to attend the event as a Senator or Scholarship recipient (maximum 100 points per event - no yearly maximum).