End of the Year
Student Organization Meeting
Meeting Topics

• Officer Transition
• Engagement, Leadership and Service Student Organization Registration
• New Officer Contact Information
• SSAC Student Organization Website

• FACS Student Organization Handbook
• Additional Resources
• Student Leadership Advisory Council
• Important Events, Dates and Deadlines
Officer Transition

Here are some resources to aid you in this transition:

- Sample Officer Transition Meeting Agenda
- Outgoing/Incoming Officer Reflection Sheet
- Top 10 Things I Wish I Knew Worksheet
- Sample Officer Transition Checklists
- SOAR Analysis Worksheet
You must register with the Department of Engagement, Leadership, and Service to be an officially recognize Student organization

Here is the link –
https://els.uga.edu/engagement/register-an-organization/
New Officer Contact Information

This information must be completed with officer’s names and UGA email addresses

FACS Updated Officer Information (2022-2023)
SSAC Student Organization Website

• https://www.fcs.uga.edu/ssac/student-organizations
This is a valuable reference to help your organization. Please refer to it regularly as it is revised often as changes occur.

https://www.fcs.uga.edu/docs/FACS_Student_Org_Handbook_-_4.5.22_.pdf
Additional Resources

• Office of the Dean of Students Business Office resources: https://studentaffairs.uga.edu/dos/business-office/

• FACS Student Organization Resources and Forms webpage where you can find information and links for FACS Room reservations, Campus Reservations, reimbursement information, and more: https://www.fcs.uga.edu/ssac/student-organization-resources

• Reach out to me at ksuggs@uga.edu or success@uga.edu. I am always here for any questions that you may have. You may also call me if needed at 706-542-4847.
Student Leadership Advisory Council

What is the purpose?

• To increase communication between students and college staff, faculty, and administrators

• To increase awareness about FACS programs and events

• To enhance student engagement

• Gain leadership experience

• Opportunities to provide meaningful feedback to support administrators learning about the student experience within the college

• Gain experience in planning and implementing programs within FACS

• Strengthen ability to foster a sense of community within FACS
Student Leadership Advisory Council

What will I do?

- Engage in professional development opportunities
- Build leadership capacity
- Leverage FACS marketing and social media presence
- Network with other college leaders
- Learn about event facilitation
- Create goals to direct your organizations priorities
- And much more!
Student Leadership Advisory Council

When will we meet?

• Meetings will happen every 4-6 weeks

• Invitations are sent out to all students by way of their advisor’s list serve
Leadership Retreat

The purpose of the FACS Leadership Retreat is to increase engagement and foster relationships through networking opportunities between FACS leadership positions and to purposefully and intentionally set goals that support the mission of FACS and the University.

Date and time to be announced later
Bring awareness to your organization, increase membership, and meet some great people.

These events are usually held in September and February, more information will follow.
We need at several students to work with the Associate Dean to assist with college fund allocation.

- It usually takes 30-45 minutes of your time!

- Email success@uga.edu if interested by April 25.
Deadlines

**April 25:** Register student organization with ELS

**April 25:** Submit FACS Student Organization Recognition Request Form

**April 25:** Submit Allocation Request Form

**April 25:** Update new officer information

**April 25:** Update your student organization website

**April 25:** Submit End of the Year Student Organization Feedback

**Mid to Late May:** Budget allocation notification