



Ray Flannery (he/him), Assistant Director for Student Organizations
Student Organization Academy 2025

OVERVIEW

- Student Organizations are vital to campus life, culture, and the overall experience
- Baseline is meant to enhance offerings and potential of organizations
- Sets a minimum level of expectations by which Student Organizations should meet to remain active and funded
- Opportunity for Magis in action – doing more, while also doing better
- Not punitive in design



PARTICIPATING ORGANIZATIONS

- **Clubs.**
- Baseline does not apply to:
 - Subordinate Bodies
 - Sororities/Fraternities
 - Student Departments
 - Honorary Societies
 - Department-Sponsored Organizations
 - Limited Affiliation Groups
 - Club Sports
 - Conditional Status Groups





BASELINE



OBJECTIVES

- Increase number of times a Club meets each semester
- Increase number of advisor meetings
- Increase amount of programming and events targeting university community
- Increase service engagement with larger community
- Increase usage of the Student Activity Fee, SORF, and fundraising efforts
- Increase learning and leadership development opportunities





BASELINE



TIERS 2025-2026

- Tiers have been determined to more equitably monitor groups
- Tiers are based on the average of your funding from the most recent 3 allocation cycles
- Tier 1 – average \$11,000+
- Tier 2 – average between \$2,500 and \$11,000
- Tier 3 – average between \$300 and \$2,500
- Tier 4 – average less than \$300



BASELINE

STANDARDS: MEETING REQUIREMENTS

- Hold a set number of meetings per semester, based on Tier designation
- Promoted/advertised to entire Club roster
- General membership meeting
- Agenda should be sent to members in advance
- Focused on Club business (ex. upcoming events, officer elections, opportunities to collaborate with other groups, etc.)
- Create as an event at least two weeks in advance and log attendance. No need to submit monthly meeting minutes/agenda for verification via EngageXU





BASELINE



GENERAL MEETING REQUIREMENT

Tier 1 – 5 general body meetings per semester

Tier 2 – 4 general body meetings per semester

Tier 3 – 3 general body meetings per semester

Tier 4 – 3 general body meetings per semester

BASELINE STANDARDS: FACULTY/STAFF ENGAGEMENT

- Meet with faculty/staff advisors regularly, based on tier designation
- Scheduled in advance
- Officers meeting with advisor OR advisor attending general membership meeting can count
- No need to register as a separate event via EngageXU two weeks ahead
- Submit Monthly Agenda/Minutes for Advisor Meetings via EngageXU form to Student Involvement





BASELINE



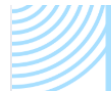
ADVISOR MEETING REQUIREMENT

Tier 1 – 5 advisor meetings per semester

Tier 2 – 4 advisor meetings per semester

Tier 3 – 3 advisor meetings per semester

Tier 4 – 2 advisor meetings per semester



BASLINE



STANDARDS: PROGRAMS & EVENTS

- Hold events every semester outside of regular Club meeting
- Can include:
 - Week of Welcome program
 - Approved fundraiser/trip
 - On or off campus events exclusively for group members (beyond general meeting content)
 - On-campus events for campus community
 - Service project
- Submit as events in EngageXU at least two weeks in advance (three weeks for travel)



BASELINE STANDARDS: PROGRAMS/EVENTS

Tier 1 – 6 programs/events per semester

Tier 2 – 4 programs/events per semester

Tier 3 – 3 programs/events per semester

Tier 4 – 2 programs/events per semester



BASELINE



STANDARDS: SERVICE ENGAGEMENT

- Participate in at least one service opportunity per year
- Can be independent group activity or already existing service opportunity (ex. Community Action Day)
- Goal of 80% of membership
- Can count as a program/event (if active by design)
- Report in Service Verification Form to Student Involvement via EngageXU
- Additional documentation or evidence from service site/organizer is needed



BASELINE STANDARDS: STUDENT ACTIVITY FEE USAGE

- Must spend all funding allocated from SGA
- Encouraged to use SORF and fundraising for additional funding
- Funding does not carry over from year to year, unless fundraised
- Tier 1 and Tier 2 Clubs are required to conduct at least one fundraiser per year (dues collection and SORF proposals do not count)





BASELINE



OFFICER TRAININGS

- Tiers 1-4: 2 officers should attend the annual Student Organization Workshops held during the fall
- Tiers 1-4: President and Treasurer should attend the annual Student Organization Academy
- Tiers 1-3: Treasurer should attend Club Budget Workshops
- Tiers 1-2: Outgoing and incoming Presidents are required to participate in Student Organization Officer Transition Workshops (Tier 3 is strongly encouraged)
- Tiers 1: Organization is expected to invest in leadership education for younger members by sending at least two first-year or sophomore students to the Emerging Leaders Retreat

BASLINE REFLECTIVE/PROJECTIVE REPORTING

- Tiers 1-4: Presidents and select officers must submit the Mid-Year report by the specified deadline in December, via EngageXU, along with the accompanying survey
- Tiers 1-4: Outgoing or continuing Presidents are required to submit a Year End report by the specified deadline in April via EngageXU



BASELINE BUDGET PROPOSALS

- Revamped for more transparent, equity-focused allocations
- Tiers 1-3: Clubs will be required to submit a detailed Student Club Budget Allocation Request annually and will meet with the SGA Student Organizations Committee (SOC) to pitch their request and answer related questions. Clubs will be scored against a rubric to determine their allocation for the upcoming year. SOC will consult with both SGA Executives and SGA Advisors to determine and finalize proposed club allocations. Final proposed allocations are presented to the Student Senate for discussion and vote.
- Tier 4: Clubs that are up-to-date on Baseline reporting are eligible to request up to \$300 without submitting a detailed request. Eligible Clubs in this tier requesting up to \$300 will be awarded their allocation **automatically** for the following year.



BASELINE

COMPLIANCE

- Clubs will be evaluated at the end of each semester according to the Baseline Standards
- Clubs not meeting standards will be notified and placed on probation
 - Clubs have until the end of the following semester to meet all requirements to return to a normal, active status
 - Clubs not meeting requirements after two consecutive semesters will lose Club status and EngageXU page
- During probation, the Club may be asked to meeting with OSI staff members to discuss their progress and work toward meeting the requirements



 COMPLIANCE

- Clubs can soon track Baseline progress through the Baseline tracker
- This will allows you to stay up-to-date with all requirements

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QUESTIONS?

Email flanneryr2@xavier.edu or
xuinvolvement@xavier.edu!

Visit the [Baseline webpage](#)!

