New Organization Application for NEWBIE Status

NEWBIE designation is designed for brand new Organizations in order to give them time to organize and prepare before registering with Student Senate for full recognition.

THINGS NEWBIE ORGANIZATIONS CAN DO:

• Reserve Info Tables (up to twice per semester)
• Reserve rooms for meetings (up to twice per semester)
• Post fliers (up to twice per semester - with approval of the Office of Student Involvement)
  • Fliers should be for general name recognition or to promote informational meetings ONLY

THINGS NEWBIE ORGANIZATIONS CANNOT DO:

• Collect dues
• Fundraise
• Hold events (either on or off campus)

STEPS NEEDED FOR SENATE RECOGNITION AS AN ORG:

• Org Name
• Student Leaders – President & Secretary
• On Campus Advisor –me Full-time Faculty of Staff member of NWMSU willing to complete risk management training
• Some interested members – Shoot for 10
• Constitution/By-Laws document detailing how your org will be run
• Once all these pieces are in place, you will need to register on Bearcat Link before becoming fully recognized
• Once you apply on Bearcat Link for full recognition, the Student Senate Org Affairs Committee will invite you to meet
• Once the Org Affairs Committee votes to recommend recognition for your org, you will be invited to a Student Senate meeting for formal recognition.

Questions the Org Affairs Committee will likely ask are on the back

2015-2016 New Organization Application for NEWBIE Status

Does your group have a name?

☐ Yes (please list)______________________________
☐ No (list nature of group)_______________________

Does your group have a designated Student Leader?

☐ Yes (please list)______________________________
  Student Leader’s Northwest Email_______________________
☐ No

Does your group have an On-Campus Advisor?

☐ Yes (please list)______________________________
  Advisor’s Northwest Email_______________________
☐ No

Does your group have any interested members?

☐ Yes – How many?_______________
☐ No

Does your group have a Constitution/By-Laws?

☐ Yes
☐ No

Where will your group be banking?

☐ On Campus
☐ Off Campus

What events does your group plan to put on?

________________________________________________________________________

________________________________________________________________________

OSI Staff Member taking form:
Name:_________________________________Date:________________

• Detach left and right sides of sheet
• This portion goes to Dee Dino, Specialist
• Give other portion back to organization
Senate Recognition Prep
As part of the recognition process, Student Senate’s Org Affairs Committee will invite your organization to a meeting to discuss your organization.

At least one or two members of your organization should attend this meeting (they would prefer that Student Leaders speak for the organization, and not the Advisor).

Here is a list of sample questions you might be asked:
• Who is your organization? (name)
• What is the purpose of your organization?
• Why is your organization different than other orgs that are already operating on campus?
• Do you have an Executive Board in place?
• How many members are on your Exec Board?
• Who is your Advisor?
• How many people to you have interested in your org?
• How will your organization be funded? (dues, department, fundraising events?)
• Is your org affiliated with a National organization?
• What types of events does your org anticipate holding?
• Anything else you want to tell them about your org?

Once the Org Affairs Committee votes to recommend recognition for your group, you will be invited to a full Senate meeting, where again at least one or two leaders of your group should attend this meeting to speak for the group.

The same types of questions as those above are likely to be asked before the full Senate votes to approve your org.

More questions?

Call or come by: Office of Student Involvement 2260 J.W. Jones Student Union Dee Dino, Specialist 660.562.1226 ddino@nwmissouri.edu or senorg@nwmissouri.edu