



Dear Students Leaders,

As we begin a new academic year, we wanted to provide you updates from the Office of Student Engagement, as we continue to operate with grace during a global pandemic, address anti-Black racism in the United States, and wildfires on the West Coast, among the many challenges we are all facing personally.

I am excited to announce our newest staff member for the Office of Student Engagement, [Aaron Grayson](#), as a fellow for one year working with our voluntary student organizations. Aaron joins us from his experience in the Student Services Center, and is an alum of Stanford's Class of 2011. As a Stanford student he was actively involved in the Stanford Gospel Choir and the Lambda Nu chapter of Kappa Alpha Psi. Aaron's first day will be Wednesday, September 16. Aaron will join our dynamic team of staff to support student engagement with Amanda Rodriguez, Delaynie Baldwin, Zayna Seyedi, Christopher Carter, Alex Moreno, Stefanie Ky and myself.

Virtual Event Registration System

With the transition away from CardinalSync, the Office of Student Engagement is currently researching a student engagement platform that we will select for the university. If you are interested in participating in **focus groups** to help with the decision making, please email Stefanie Ky at sky3@stanford.edu. Our goal is to have it up and running in early 2021.

For Autumn Quarter, we will be implementing an interim virtual meeting and virtual event registration process on **Slack**. The submission process is similar to submitting a question in the #helpdesk channel.

For Voluntary Student Organizations (VSO) Leaders

- Request to join [Stanford VSO Leaders](#) if you haven't done so already
 - Join the #helpdesk channel
 - Select the "Event Request" workflow/shortcut
 - *On desktop*, click the lightning bolt icon located in the bottom left corner by the text entry box
 - *On mobile*, click the channel name at the top of the screen
 - Provide the necessary information

- You will receive a SlackBot message confirming your request
- **If you are hosting a standard virtual meeting** please still submit a simple form, so that we can capture data for what student engagement is occurring virtually.
- **For virtual event requests**, please [schedule](#) a brief meeting with an OSE staff member to review and follow up with any questions and next steps. While this is pending approval you may proceed with planning, but **please do not make any commitments (large purchases, sign contracts, etc.) until you receive approval from our office.**

For Fraternity and Sorority Life (FSL) Leaders

- Request to join the [FSL](#) workspace if you haven't done so already
 - Join the #eventrequests channel
 - Select the "Event Request" workflow/shortcut
 - *On desktop*, click the lightning bolt icon located in the bottom left corner by the text entry box
 - *On mobile*, click the channel name at the top of the screen
 - Provide the necessary information
 - You will receive a SlackBot message confirming your request
- **If you are hosting a standard virtual meeting** please still submit a simple form, so that we can capture data for what student engagement is occurring virtually.
- **For virtual event requests**, please [schedule](#) a brief meeting with your FSL advisor to review and follow up with any questions and next steps. You may also attend FSL office hours to address questions every Friday from 11 a.m. - 12 p.m., beginning 9/18 [here](#). While your event is pending approval you may proceed with planning, but **please do not make any commitments (large purchases, sign contracts, etc.) until you receive approval from our office.**

For questions about the Slack event registration system, please email Stefanie Ky at sky3@stanford.edu

New Student Engagement

Residential Education is developing a first-year mentor program! Student organizations will be able to communicate with new students through the first-year mentor in the near future. Once we have more information, we will share it with you. Don't forget to set-up your booth for the [Virtual Activities Fair](#), which we messaged about in our last communication. Our fair is targeted to undergraduates and student organizations with **a combination** of undergraduate and graduate students only, and does not include graduate student organizations. We will continue to look at ways to support graduate student engagement as well, including potentially hosting additional fairs in the future.

Leadership Rosters

Please find the three sets of rosters of leadership that are to be shared within the Stanford community below. As your leadership evolves throughout the year, please let us know that we have accurate records by emailing us at studentengagement@stanford.edu.

To view, please be sure to be logged into your **Stanford email address**.

[Student Organization Leadership Roster](#)

[Fraternity and Sorority Life Leadership Roster](#)

[Associated Students Stanford University \(ASSU\) Student and Staff, and Professional Schools Student Associations Roster](#)

Policy Updates

- **In-Person Gathering**
 - As a follow-up to Russell Furr's email, at this time there are no in-person gatherings permitted by student organizations. There has been an exception made for protests and specific religious observances. For more information, please go to the [health alerts website](#).
- **Leadership**
 - For this year, we have reduced the number of students required to be a leader of a group from **3** registered Stanford students in a degree granting program to **2** Stanford students in a degree granting program. You are required to minimally have a President and a Financial Officer for your student organization, held by two different students. We will reevaluate the policy at the end of the academic year. As you update your leadership, please be sure to update our records by emailing studentengagement@stanford.edu or for fraternity and sorority life let your advisor know.
- **Membership**
 - For this year, we have reduced the number of students required to compose a group from **10** registered Stanford students in a degree granting program, to **5** Stanford students in a degree granting program. We will reevaluate the policy at the end of the academic year.
- **Leave of Absence**
 - As a reminder, during a Leave of Absence, students are to be disengaged from their student organization, including in leadership roles and membership. It is the responsibility of the student organization to decide how to fill the role within its membership. Options include holding an election within your organization after posting the position, or having students submit their intent and selecting a replacement in a fair and open process. If you need assistance, please reach out to us. Anyone on a leave of absence is still able to attend events open to the public, watch public meetings and participate during the public forum part of the meeting.

- **Dormant Status**

- We have updated our process to re-engage student organizations that are dormant for less than two years. As you prepare for this upcoming year, you may find there are no registered or flex students able to assume the necessary 2 leadership roles. In this scenario, please email studentengagement@stanford.edu and let our office know your organization will assume a dormant status. Include the length of time you plan to be dormant, when you are hoping to return and any relevant contact information. Once you return, if you want to restart your organization complete the form on [this website](#) and meet with an OSE staff member. In the event your organization decides to sunset with the goal of not returning, please know you are still able to reactivate your student organization at a later date. Organizations that are dormant longer than 2 years will need to submit a new application through the new organization process.

We hope these changes communicate our unwavering commitment to supporting you as leaders. We remain committed to supporting student engagement and connection as we navigate our new year together.

Best wishes starting Autumn Quarter! We are in this together. We are "One Stanford!"
Sincerely,

Snehal

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