# STUDENT ORGANIZATION SUCCESS FRAMEWORK

# Organization Self-Assessment

Student organizations at The Ohio State University provide opportunities for individual leadership development, organizational success and community engagement. The Student Organization Success Framework outlines three key areas for individual, organizational and community excellence.

The purpose of the Organization Self-Assessment is to empower student organizations to operationalize the framework into an action plan for continued development and success. This tool can be used by leaders, advisors, individual members or the full organization to reflect on and evaluate the current state of the organization and make a plan for future growth.

Student organizations should use the self-assessment to identify areas in which they are **exceptional**, **successful** and **developing**. Space is provided for reflection on the organization's current strengths and resources as well as areas for development and growth. Use the Reflection and Action Planning section to identify goals for future growth based on the results of the self-assessment.



# INDIVIDUAL SUCCESS - Consciousness of Self

The organization's ability to promote general self-awareness in leaders and members particularly the beliefs, values, attitudes and emotions that motivate one to take action.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Organization actively promotes a culture of reflection and self-awareness  Members and leaders succeed in their roles using their strengths and passions  Organization celebrates members who pursue positions on and off campus that develop their strengths and areas for growth  Interactions between members are guided by norms based on mature self-awareness and emotional intelligence	<ul> <li>Organization occasionally spend time on self-reflection</li> <li>Members connect their strengths and passions to their motivations and role in the organization;</li> <li>Organization is aware of and supports member involvement on and off campus that develop their strengths</li> <li>Interactions between members incorporates self-awareness and management of emotions</li> </ul>	<ul> <li>Organization spends little time building members' self-awareness</li> <li>Members can explain what they are good at and care about but might not translate that to their role in the organization</li> <li>Organization is unaware of members' activities outside of the organizations</li> <li>Interactions between members often feel disconnected or surface-level</li> </ul>
MY ORGANIZATION'S STRENGTHS AND A	REAS FOR GROWTH INCLUDE	

# INDIVIDUAL SUCCESS – Leadership Efficacy

The organization's ability to foster members' internal belief that they will be successful when engaging in leadership.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Organization fosters an environment in which members and leaders both demonstrate confidence in their abilities Organization celebrates successes of the organization, members and leaders through formal and informal recognition systems Structures exist for member and leader development; organization identifies regular opportunities for continued member growth	<ul> <li>Leaders demonstrate confidence in their abilities, but members may not</li> <li>Organization celebrates successes of the organization and leaders through formal and informal recognition systems</li> <li>Structures are in place for leader development</li> <li>Organization has conversations around opportunities for continued growth</li> </ul>	<ul> <li>Members and leaders may not demonstrate confidence in their abilities</li> <li>Organization celebrates some successes but with little regularity</li> <li>Leaders participate in required leadership development</li> <li>Organization has interest in promoting individual growth, but no structure in place</li> </ul>
MY ORGANIZATION'S STRENGTHS AND A	REAS FOR GROWTH INCLUDE	

#### INDIVIDUAL SUCCESS - Wellness

The organization's ability to promote self-care and improve quality of life by practicing the 9 Dimensions of Wellness.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Organization sponsors programs around the 9 Dimensions of Wellness Members are proactively connected to resources that support wellness Leaders actively model wellness behaviors including self-care Organization partners with other organizations to promote wellness for members and the campus community Wellness is part of the organization's purpose and/or constitution	<ul> <li>Organization attends programs around wellness</li> <li>Leaders connect members to resources that promote wellness when necessary</li> <li>Some leaders model wellness behaviors</li> <li>Organization attempts to partner with other organizations to promote wellness for members</li> </ul>	<ul> <li>Members have individual conversations about wellness</li> <li>Some leaders are aware of resources that promote wellness</li> <li>Leaders talk about wellness but do not always model it</li> </ul>
MY ORGANIZATION'S STRENGTHS AND A	REAS FOR GROWTH INCLUDE	

# INDIVIDUAL SUCCESS - Social Perspective Taking

The organization's culture of taking another person's point of view and/or accurately inferring the thoughts and feelings of others.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Leaders proactively solicit the opinions of organization members in decision making Constitution/bylaws outline a process to manage conflict among members Organization sponsors specific meetings and programs focused on dialogue, active listening, individual differences and/or inclusion	<ul> <li>Leaders ask each other's opinions about decision making</li> <li>Conflict is handled as needed, with no specific process in place</li> <li>Leaders model active listening and civil dialogue</li> <li>Meetings and programs help members discuss their backgrounds and experiences</li> </ul>	<ul> <li>Members ask each other's opinions when they need help</li> <li>Conflict rarely occurs and when it does it is sometimes handled maturely</li> <li>Members discuss their backgrounds with other members with whom they are close</li> </ul>
MY ORGANIZATION'S STRENGTHS AND AI	REAS FOR GROWTH INCLUDE	

# INDIVIDUAL SUCCESS - Social Change Behaviors

The organization's, leaders' and members' involvement in organizations or activities that address specific social issues on a local or global scale.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Members are encouraged to actively explore social issues on which they are passionate Organization sponsors and supports programs on social issues tied to the organization mission Organization actively builds collaborative relationships with other organizations working towards good Organization dedicates time in meetings for members to share issues they are passionate about that affect the community	<ul> <li>Members are able to explore social issues on which they are passionate</li> <li>Organization promotes participation in programs on social issues</li> <li>Organization participates in service and philanthropy</li> <li>Members are involved in the community working towards issues about which they are passionate</li> </ul>	<ul> <li>Some programming is occasionally oriented around social issues</li> <li>Organization participates in service on an irregular basis</li> <li>Members are involved outside of the organization but do not often discuss it within the context of the organization</li> </ul>
MY ORGANIZATION'S STRENGTHS AND AI	REAS FOR GROWTH INCLUDE	'

# ORGANIZATIONAL SUCCESS - Purpose and Goals

MY ORGANIZATION'S STRENGTHS AND AREAS FOR GROWTH INCLUDE...

A strong articulation of, and commitment to, a mission that clarifies the priorities of the organization, as well as goals that identify key areas of focus for a given year.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
<ul> <li>Organization regularly re-examines purpose statement</li> <li>Organization's function, programming and collaborations are rooted in its purpose</li> <li>Members are actively educated on the purpose statement and how that relates to the organization's actions</li> <li>Annual goal setting is done with the entire organization and utilizes SMART goals</li> <li>Organization integrates purpose into recruitment and member education</li> <li>Leaders regularly check-in on goals to assess progress</li> <li>The organization actively communicates goals with advisor(s)</li> </ul>	<ul> <li>Members and leaders are aware of the purpose statement</li> <li>Organization sets annual SMART goals with the leadership</li> <li>Organization tries to program and collaborate in a way that aligns with its purpose</li> <li>Advisor(s) are aware of goals</li> </ul>	<ul> <li>Organization has a purpose statement</li> <li>The organization submits two required annual goals</li> <li>Advisor approves goals but may not read them</li> </ul>

# ORGANIZATIONAL SUCCESS - Membership Recruitment and Retention

The process of selecting and welcoming new members, as well as retaining members for organizational growth and sustainability.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Organization has a yearlong plan for recruitment and retention Organization takes advantage of marketing resources including the Student Organization Insider, graphic design and Resource Room line of credit Organization connects with other organizations or departments to actively seek out potential members Recruits through involvement fairs and specific recruitment events Regularly honors outstanding positional and non-positional leaders Invites feedback from members and adapts organization to better support their needs Leadership actively educates members on issues of Social Wellness	<ul> <li>Organization takes advantage of marketing resources and active tabling to recruit new members</li> <li>Organization promotes meetings and events with the Student Organization Insider and other digital methods</li> <li>Organization participates in involvement fairs when possible</li> <li>Organization has some system of member recognition</li> <li>Organization strives to create a positive environment within the organization</li> </ul>	<ul> <li>Organization participates in the involvement fairs</li> <li>Organization advertises meetings through fliers and the Student Organization Insider</li> <li>Organization retains leaders but may not retain general members</li> </ul>
Y ORGANIZATION'S STRENGTHS AND A	REAS FOR GROWTH INCLUDE	

# ORGANIZATIONAL SUCCESS - Budgeting and Financial Management

The organization's ability to be financially self-supporting with a well-developed budget that reflects the current and future priorities of the organization.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
<ul> <li>Organization sets budgets regularly for the organization's fiscal year, individual events and committees</li> <li>Leaders share budget with organization members and advisor(s)</li> <li>Leaders do long-term planning for financial management;</li> <li>Budget planning is integrated into the leader transition process</li> <li>Treasurer actively participates in treasurer training</li> <li>Organization actively educates members on issues of Financial Wellness</li> <li>Receipts and documents are organized, and all audits are turned in on time</li> <li>Organization takes advantage of available free university resources (i.e., Resource Room line of credit, Ohio Union and classroom spaces)</li> </ul>	<ul> <li>Organizations sets budgets for the year and for events when applying for Programming Funds</li> <li>Treasurer updates the leaders on the financial state of the organization</li> <li>Leaders mention budget planning in the transition process</li> <li>Treasurer participates in treasurer training</li> <li>Leaders are aware of Financial Wellness resources</li> <li>Documents are mostly well organized and audits are often turned in on time</li> <li>Organization is aware of available free university resources (i.e., Resource Room line of credit, Ohio Union and classroom spaces)</li> </ul>	<ul> <li>Organization has a general understanding of funds available to them</li> <li>Treasurer monitors the bank account</li> <li>Treasurer attends treasurer training</li> <li>Documents and receipts are sometimes well organized and audits may be turned in late</li> <li>Organization may not take advantage of or be aware of free university resources (i.e., Resource Room line of credit, Ohio Union and classroom spaces)</li> </ul>

# ORGANIZATIONAL SUCCESS - Fundraising and Philanthropy

The organization's knowledge and utilization of creative and effective fundraising skills as well as the development of skills for purposeful philanthropic work.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Organization actively seeks mutually beneficial sponsorship opportunities with local businesses Organization has a financial plan that includes proactive ongoing fundraising Organization engages in philanthropic work for causes that align with the purpose Leaders educate members on tenets of Financial Wellness and apply those concepts to the organization's financial structure Organization actively seeks resources to write strong applications for CSA funds, grants and other fundraising	<ul> <li>Organization has collaborated with local businesses for fundraising in the past</li> <li>Organization fundraises for specific causes or events</li> <li>Organization supports philanthropic events planned by other groups</li> <li>Treasurer is aware of Financial Wellness tenets and resources</li> <li>Leadership actively pursues CSA funds, grants and other fundraising</li> </ul>	<ul> <li>Organization wants to fundraise but hasn't actively fundraised in the past</li> <li>Individual members support philanthropic causes but the organization does not make a collective effort</li> <li>Organization has applied for CSA funds</li> </ul>
MY ORGANIZATION'S STRENGTHS AND A	REAS FOR GROWTH INCLUDE	

# **ORGANIZATIONAL SUCCESS** – Leadership Transitions

The organization's process for a transition for leaders and members that fosters emerging leaders as well as prepares incoming leaders and the organization for long-term success.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
<ul> <li>Organization holds multiple transition meetings between incoming and outgoing leaders</li> <li>Incoming leaders shadow relevant events and meetings</li> <li>Leaders maintain updated transition documents including documentation from previous events, meeting agendas, budgets and contact lists</li> <li>Leaders participate in a transition retreat</li> <li>Organization updates all information in the Student Organization Management System and bank account</li> <li>Leaders proactively recruit emerging leaders</li> <li>Transition conversations cover key role responsibilities as well as long-term planning for success (i.e., goal setting, financial planning and calendar setting)</li> <li>Organization actively engages advisor(s) in the transition process</li> </ul>	<ul> <li>Leaders attend at least one transition meeting</li> <li>Organization may hold group transition</li> <li>Transition documents are up-to-date and transferred to incoming leaders</li> <li>Organization updates all information in the Student Organization Management System and bank account</li> <li>Leaders may hold conversations about goal setting or calendar planning</li> <li>Organization makes the advisor(s) aware transitions are occurring</li> </ul>	<ul> <li>The president holds a transition meeting</li> <li>Any existing transition documents are passed on but may not be up-to-date</li> <li>Organization updates all information in the Student Organization Management System</li> <li>Organization may not notify the advisor(s) that transitions are occurring</li> </ul>
MY ORGANIZATION'S STRENGTHS AND A	REAS FOR GROWTH INCLUDE	

# ORGANIZATIONAL SUCCESS - Self-Governance

MY ORGANIZATION'S STRENGTHS AND AREAS FOR GROWTH INCLUDE...

The organization's establishment of a leadership and membership structure that best supports its purpose and hold members accountable for future success.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
<ul> <li>Organization completes annual registration requirements</li> <li>Leadership positions and committees are well-defined</li> <li>Members are educated on expectations of member behavior and the student code of conduct</li> <li>Organization has an active system of accountability in place</li> <li>Organization collectively reviews and updates the constitution annually</li> </ul>	<ul> <li>Organization completes annual registration requirements</li> <li>Leadership positions are well-defined</li> <li>Leaders are educated on expectations of organizational leaders</li> <li>Members are aware of expectations of member behavior</li> <li>Constitution is available for any member to access</li> </ul>	<ul> <li>Organization completes annual registration requirements but may miss the deadline</li> <li>Organization has required leadership roles</li> <li>The constitution is rarely reviewed or updated</li> </ul>

# **ORGANIZATIONAL SUCCESS – Operational Efficiency**

The procedures and processes for regular, efficient and effective organizational operations.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
<ul> <li>Organization holds regular meetings at a consistent location</li> <li>Meeting notes are recorded and distributes to the organization</li> <li>Leaders and members plan programs and meetings in compliance with university policies</li> <li>Leaders and members are familiar with organization strategic plan and annual goals</li> <li>Organization regularly assesses annual events and programs</li> <li>Organization maintains detailed event records</li> </ul>	<ul> <li>Organization holds meetings</li> <li>Meeting notes are recorded</li> <li>Leaders and members comply with university policies when they are aware of them</li> <li>Leaders discuss how to improve organizational operations</li> <li>Organization regularly assesses annual events</li> <li>Organization maintains complete records</li> </ul>	<ul> <li>Organization does not hold regular meetings</li> <li>Leaders work in compliance with university policies</li> <li>Organization sets clearly defined goals</li> <li>Organization keeps records but they may be incomplete</li> </ul>
MY ORGANIZATION'S STRENGTHS AND A	REAS FOR GROWTH INCLUDE	

#### **ORGANIZATIONAL SUCCESS** – *Collaboration*

The organization's ability to work with others effectively in a common effort as well as empower leaders, members and other organizations through trust and responsibility.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Organization regularly collaborates with other organizations that share a mutual purpose Organizations share equitable responsibility for planning and execution of shared events Members have an expectation of attendance at other organization's events Members are encouraged to promote their other organizational involvement and solicit support from fellow members Organization dedicates one meeting annually to brainstorming meaningful collaborations and the value of collaboration Organization takes advantage of large-scale campus collaboration opportunities	<ul> <li>Organization seeks to collaborate with other organizations as opportunities arise</li> <li>One organization may carry most of the responsibility for collaborative events</li> <li>Members are able to promote their other organizational involvement</li> <li>Organization occasionally brainstorms potential collaboration ideas</li> </ul>	<ul> <li>Organization attends other organization's events</li> <li>Members are involved in other organizations but are not encouraged to discuss that involvement in the organization</li> <li>Organization is passive about seeking out collaboration</li> </ul>
MY ORGANIZATION'S STRENGTHS AND A	REAS FOR GROWTH INCLUDE	

# ${\tt ORGANIZATIONAL\ SUCCESS-Responsiveness\ and\ Innovation}$

The organization's use of past successes and challenges to evolve and meet the changing needs of its members and the surrounding community.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Organization annually solicits feedback from outgoing leaders and members about their experience Collected feedback is used to enhance organization operations and programs Organization evaluates success and failures of each event and shares notes with future leaders Organization regularly brainstorms on topics ranging from recruitment to budgeting Organization solicits ideas for change from both leaders and members Organization engages advisor(s) for historical context to inform meaningful innovation Organization reviews and updates constitution at least annually Leaders strive for a healthy balance between tradition and innovation	<ul> <li>Leaders utilize member feedback to inform changes when it is offered</li> <li>Organization evaluates events but may not always record notes</li> <li>Brainstorming meetings occur when needed</li> <li>Organization solicits ideas for change from leaders and older members</li> <li>Organization occasionally asks advisor(s) to assist in brainstorming conversations</li> <li>Organization reviews the constitution every few years</li> </ul>	<ul> <li>There is no formal process to solicit or integrate feedback from members on their experience</li> <li>Organization rarely evaluates events or operations</li> <li>Organization solicits ideas for change only from leaders</li> <li>Organization reviews the constitution only when necessary</li> </ul>
IY ORGANIZATION'S STRENGTHS AND A	REAS FOR GROWTH INCLUDE	

# ORGANIZATIONAL SUCCESS - Awareness of and Comfort with Difference

The organization's ability to cultivate an understanding of identity and difference and how that impacts students' experiences in the organization and Ohio State community.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
<ul> <li>Organization collectively attends programs that educate members about difference</li> <li>Organization dedicates meetings to education about difference and cross-cultural conversation;</li> <li>Organization sets and follows guidelines about dialogue</li> <li>Organization actively recruits members of different backgrounds</li> <li>Organization is open to plan programs or refocus meetings on current issues that affect students</li> <li>Organization actively works to comply with non-discrimination statement in constitution</li> </ul>	<ul> <li>Members attend educational programs on difference</li> <li>Organization hosts or supports programs about difference</li> <li>Organization discusses guidelines for dialogue</li> <li>Organization is passive about recruiting diverse members</li> <li>Constitution contains required non-discrimination statement</li> </ul>	<ul> <li>There is little focus on education about difference</li> <li>Guidelines are not set for dialogue</li> <li>Organization is not invested in issues of difference</li> <li>Complies with non-discrimination statement requirement in constitution</li> </ul>
MY ORGANIZATION'S STRENGTHS AND AI	REAS FOR GROWTH INCLUDE	

# **ORGANIZATIONAL SUCCESS** – *Advising Partnerships*

The collaborative process through which student organization leaders and advisor(s) are partners in meeting the purpose and goals of the organization and larger university.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
<ul> <li>Leaders and advisor(s) meet at least once per semester to discuss the organization's purpose and goals</li> <li>Organization integrates advisor(s) into the leadership transition process</li> <li>Advisor(s) and leaders have consistent and regular meetings</li> <li>Advisor(s) are regularly present at organization events and meetings</li> <li>Advisor(s) are a resource to both leaders and members</li> <li>Advisor(s) opinions are solicited and utilized</li> </ul>	<ul> <li>Leaders and advisor(s) meet annually to discuss the organization's purpose and goals</li> <li>Organization engages advisor(s) in the transition process</li> <li>Advisor(s) and leaders have regular meetings throughout the year</li> <li>Advisor(s) are invited to provide opinions</li> </ul>	<ul> <li>Leaders and advisor(s) contact each other when necessary</li> <li>Advisor(s) approves annual goals and registration</li> <li>Organization alerts advisor(s) when leadership transitions occur</li> <li>Advisor(s) occasionally attend meetings and events</li> </ul>
MY ORGANIZATION'S STRENGTHS AND A	REAS FOR GROWTH INCLUDE	

# **COMMUNITY SUCCESS – Citizenship**

The organization's responsible connection to the community by working for positive change interdependently with others.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Purpose statement has elements focused on positive social change Organization plans programs that support dialogue, active engagement and sustained impact at a local, national or global level Organization seeks mutually beneficial partnerships for programs and activities	<ul> <li>Purpose statement has elements focused on community engagement</li> <li>Organization plans programs that support connections and engagement with others outside of the university</li> <li>Organization has limited partnerships for programs</li> </ul>	<ul> <li>Purpose statement has minimal focus on external communities</li> <li>Organization plans programs that take place on campus with limited community engagement</li> <li>Organization may or may not engage in partnerships with other organizations or community partners</li> </ul>
MY ORGANIZATION'S STRENGTHS AND A	REAS FOR GROWTH INCLUDE	

# **COMMUNITY SUCCESS – Connection to the University**

The organization's spirit of loyalty to Ohio State and commitment to a last relationship between the student organization, its members and the university community.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Purpose aligns with university mission Organization has a regular presence at campus events, as individual members and organization as a whole Organization promotes awareness and regular use of relevant campus resources Organization regularly communicates and connects with alumni	<ul> <li>Purpose supports the university community</li> <li>Organization occasionally participates in campus events</li> <li>Organization promotes awareness and occasional use of campus resources</li> <li>Organization maintains list of alumni contacts</li> </ul>	<ul> <li>Purpose references university but connections are limited</li> <li>Organization activities focus primarily internally</li> <li>Organization is not fully aware of available campus resources</li> <li>Organization does not have alumni records available</li> </ul>
MY ORGANIZATION'S STRENGTHS AND AI	REAS FOR GROWTH INCLUDE	

# COMMUNITY SUCCESS – Connection to and Belonging in the Student Organization Community

The organization's ability to foster members' sense of belonging and investment in their organization and the larger student organization community, as well as shape the student organization into a diverse and inclusive community where students can find their place.

Organization fosters ongoing collaborative relationships with other organizations Organization supports members to develop familiarity and affinity with other organizations, including those without shared members	<ul> <li>Organization regularly seeks opportunities for collaboration with other organizations</li> <li>Organization supports members to develop</li> </ul>	Organization has interest in, but infrequent, collaboration with other organizations
Organization utilizes shared space to build community among members and non-members	familiarity with other organizations, especially those with shared members  Organization utilizes informal methods to initiate relationships among members	<ul> <li>Organization supports members to build affinity with members of own organization</li> <li>Organization has limited connections with members or non-members outside of organization meetings</li> </ul>
Y ORGANIZATION'S STRENGTHS AND AR	REAS FOR GROWTH INCLUDE	

#### **COMMUNITY SUCCESS – Risk Reduction**

The assessment and reduction of accidental harm or loss through proactive safety measures and response plans.

EXCEPTIONAL	SUCCESSFUL	DEVELOPING
Organization has a proven plan to reduce and manage risk at all organization activities Organization regularly reviews membership intake to ensure it focuses on healthy and positive ways to build relationships and learn about the organization Organization has ongoing education for all members about potential hazing activities, including regular assessment of programming	<ul> <li>Organization has a plan to reduce and manage risk at programs as needed</li> <li>Membership intake process successfully welcomes new members in healthy ways</li> <li>Organization educates new members about hazing prevention</li> </ul>	<ul> <li>Organization does not have a plan to reduce or manage risk at programs</li> <li>Membership intake process is inconsistent across years, and may or may not provide comprehensive orientation</li> <li>Organization activities may involve risky behaviors and/or hazing</li> </ul>
Y ORGANIZATION'S STRENGTHS AND A	AREAS FOR GROWTH INCLUDE	

#### STUDENT ORGANIZATION SUCCESS FRAMEWORK | ORGANIZATION SELF-ASSESSMENT

#### **REFLECTION AND ACTION PLANNING**

Using the self-assessment results, id	lentify 3-5 outcomes that	are most important for the development and	success of your student organization.
1			
2			
4			
Of these outcomes, identify 2 to acti	very work on by developin	ng gours and detroit plans.	
ACTION STEP  Example: Explore resources listed in the Student Organization Success Framework		SUCCESS MEASURE	HELPFUL RESOURCES

#### REFLECTION AND ACTION PLANNING CONTINUED...

#### Goal #2

ACTION STEP	START/END DATE	SUCCESS MEASURE	HELPFUL RESOURCES
<b>Example:</b> Explore resources listed in the Student Organization Success Framework			