



Document everything and do an evaluation of each item. What worked? What didn't? Why?

Maintain partnerships on campus and in the community.

Develop members early and often. Make sure to involve new members, they may be your next Officers!

Induct new members – make it special! Give them a packet with the club name/logo, constitution, contact list, social media links, links to online forms and training, Student Life Center information.

Regularly recognize member achievements – whether it is club, academic or personal.

Evaluate Officers and Advisors on a semester basis.

Keep meetings on time and never run more than an hour. Schedule them early and send reminders.

Be transparent in all you do!

Build and maintain traditions!