



Cleveland State University

Student Organization Accountability Framework Checklist

Cleveland State University | Campus Engagement
Division of Student Belonging & Success
Effective Academic Year: 2025–2026

Purpose: This checklist provides student organizations with clear, structured expectations to remain active and in good standing with the University. It is not a barrier but a bridge—designed to enhance sustainability, promote transparency, and support student leadership development. Organizations are expected to complete and submit this form each academic term.

Required Action Items: To be completed and submitted via VikesConnect by Week 4 of each academic term.

- CCE Advisor Meeting: _____
- Date of meeting: _____
- Advisor name: _____
- Confirmation uploaded to VikesConnect: Yes
- Officer Training Attendance
- Training Session Attended: Fall Spring
- Officer Name/Role: _____
- Training Date: _____
- Certificate/Confirmation Uploaded: Yes
- Roster and Budget Submission
- Current Roster Uploaded: Yes
- Budget for Term Uploaded: Yes
- Date Submitted: _____
- Campus Engagement Tabling
- Date of Participation: _____
- Event Type (e.g., WOW, Thursday Table): _____
- Documentation Uploaded: Yes
- Minimum Programming Requirement
- Event Name: _____
- Date Held: _____
- Event Registered in VikesConnect: Yes
- Flyer/Social Media Evidence Submitted: Yes

Signatures

President Name & Signature: _____ Date: _____

Advisor Signature (Verifies Advisor Meeting): _____ Date: _____