Important SAIL dates:

- **August**
  - M-Climb training/ M-climb
  - Celebration of Mines spots released
  - Fall-kick off campus outings
  - Set goals and expectations with your students

- **September**
  - **Fall Summit- REQUIRED for every organization:** This is where re-registration happens for organizations. Sessions include learning about SAIL policies, event planning, treasurer training, and overall sessions that focus on leading their organizations.
    - Bylaws must be resubmitted and reviewed yearly.
  - BSO President’s Round Table

- **Last day of September**
  - Treasure training from the school year before expires
    - All treasures must be retrained yearly. No purchases may be made if your treasurer has not been trained.

- **October**
  - Advisor Luncheon
  - Homecoming Street Fair
  - Fall Break Programing

- **November**
  - Elections for some organizations
    - If your organization changes leadership during this time, please make sure they update this with SAIL.

- **December**
  - Advisor Agreement due
  - CSA Training due
  - Elections for some organizations
    - If your organization changes leadership during this time, please make sure they update this with SAIL.

- **January/ February**
  - Advisor Coffee and Connect

- **March**
  - Submissions for BSO Allocations due
  - USG Allocations
  - E-board election season

- **April**
  - E-board election season
  - Transition meetings for incoming and outgoing e-boards
    - Bylaw review
    - Submitting new President information to SAIL- Form on ticketing system
    - Previous executive members should be handing over all passwords to emails, forms, and bylaws from previous years.
If you plan to continue to advise your organization, please make an action plan for communication over the summer.

- BSO Reallocations
- E-days
  - Cardboard Boat Races
  - Trebuchet
  - Tesla Coil
  - Virtual Events
- Sign up for M-Climb open
- Sign up for Celebration of Mines

**May**
- Sign up for M-Climb open
- Sign up for Celebration of Mines

**June**
- Sign up for M-Climb open
- Sign up for Celebration of Mines open

**July**
- Sign up for Fall Summit/ re-registration open
- Sign up for M-Climb open closes
- Celebration of Mines sign up closes
Point of Contacts:

- SAIL Policies and Procedures, reporting of incidents that do not extend to Title IX or breach of Code of Conduct
  - Marilyn Gallegos, Coordinator for Student Clubs and Organizations- mgallegos@mines.edu
- SAIL Financial Policies and Procedures, Purchasing, and All domestic travel
  - DeAnna Torrez, SAIL Finance Coordinator- Dtorrez@mines.edu
- International Travel and Foundation Index
  - Begoña Ruiz Pineiro, SAIL Associate Director of Finance- bruiiz@mines.edu
- Mental Health Resources
  - Katey Parsons, Clinical Outreach Coordinator- kateyparsons@mines.edu
- Title IX
  - CAROLE GODDARD Carole Goddard, Equity & Title IX and Title IX Coordinator Director, cgoddard@mines.edu
- Reporting of Incidents- Found on SAIL Website
  - Student Outreach and Support Link
  - Report an incident of bias, discrimination, harassment or violence-
  - Report sexual misconduct (sexual harassment, sexual assault, stalking, dating/domestic violence, and other forms of sexual misconduct)

Canvas Links- This is where students can join the Canvas page for their respective governing body including deadlines for their tier requirements.

- Click HERE to join the BSO Canvas Page
- Click HERE to join the ISC Canvas Page
- Click HERE to join the BSM Canvas Page
- Click HERE to join the No Governing Body Canvas Page