

Quick Tips

Most students will find that even with 15 credit hours of class, there is still time available for co-curricular activity involvements that will enhance your classroom experience. For Example:

Total hours in a week:	168
Sleeping (7hrs/day)	49
Eating (2hrs/day)	14
Personal Grooming (1hr/day)	7
Class Time (15 credit hrs.)	15
Studying (2hrs/credit)	30
Miscellaneous (Cleaning, etc.)	<u>14</u>
Total Hours	129
Total hours available	39

There are more opportunities at Richland Community College that will allow you to use time to its fullest potential.

Academic / Professional

Special Interest Clubs

Religious Clubs

Service Clubs

Publications / Media (School Newspaper)

Honor Societies

Student Government

Program Board



Office of Campus Life Richland Community College

One College Park
Decatur, IL 62521

Phone: (217) 875-7200 Ext. 305

Fax: (217) 875-7783

E-mail: Campuslife@richland.edu

<http://www.richland.edu/campuslife>

Getting Involved



Leader Tips Leadership Development Tips for Groups



Office of Campus Life
Richland Community College

LEADership Mastery Program

Steps to Getting Involved

Involvement requires **INITIATIVE** on your part. Learn about the opportunities available to you and take the necessary steps to **GET INVOLVED!**

STEP 1: ASSESSMENT

- How have I been involved in the past?
- Why did I choose those organizations?
- What benefits did I receive from my involvement?
- What kind of involvement am I looking for now?
- How much time can I put into my involvement?

STEP 2: RESOURCES

- The Office of Campus Life
- College newspaper - Communicatur
- Friends, acquaintances, faculty and classmates
- Richland Website

STEP 3: GO FOR IT

- Pick up a list of clubs/organizations in the Office of Campus Life and contact those that interest you and prioritize them. Or find the list online at:
www.richland.edu/campuslife
- Determine how much time you have to devote to a group and decide which of the organizations will fit best with your schedule
- Think about your goals and skills you want to develop; determine how these groups can help you reach your goals and gain skills
- Take a friend to a meeting
- Go to the meeting with a current member
- Attend the Student Activities Fair at the beginning of Fall/Spring semester



TIPS FOR SUCCESSFUL INVOLVEMENT

- Talk to your advisor about academic clubs
- Get as much information about the group before you attend a meeting
- Learn to say “No” when you need to. Don’t overextend yourself
- Be selective about the groups you join; Remember your **PERSONAL GOALS**
- If you are unhappy with your experience, leave the group. Visit with the advisor or the Director of Campus Life to discuss your situation.

BENEFITS OF GETTING INVOLVED

- Learn new skills / enhance current skills, self-confidence, organizational skills, interpersonal skills, public speaking, time management, etc.
- Explore career options, resume builder, business contacts.
- Meet people, develop support group/friends
- Find your “niche”
- Gain recognition
- Learn something new
- Have fun!

** The Office of Campus Life would like to thank the University of New Mexico, and the University of Kansas in aiding this publication.*

Office of Campus Life Richland Community College

Office of Campus Life
Richland Community College
One College Park
Decatur, IL 62521

Phone: (217) 875-7200 Ext. 305

Fax: (217) 875-7783

E-mail: Campuslife@richland.edu

<http://www.richland.edu/campuslife>