

Special Interest Housing

Thank you for your interest in Special Interest Housing. Through the Special Interest Housing initiative, communities in the North and South student neighborhoods and Caldwell apartments contribute invaluable service and philanthropic projects to their neighbors by providing educational programming, sponsoring community gatherings, and devoting time and energies to philanthropic projects. Your group's efforts over the next year to enhance the student neighborhoods through similar initiatives will continue to enrich our educational environment and promote our Catholic and Marianist values.

Questions? sih@udayton.edu

Criteria

All student groups who wish to apply for a special interest house for the 2017-2018 academic year must apply as a group. Please know that the quality of your proposal will affect whether your group will be awarded/able to retain a legacy house.

Having a special interest house is a privilege. In order to be approved, all groups must demonstrate:

- Good disciplinary standing of the organization
- Identification of an organizational adviser **AND/OR** a house adviser; (**SEE "ADVISER" SECTION FOR DEFINITION OF ORGANIZATIONAL AND HOUSE ADVISER**)
- A comprehensive proposal, complete with goals and action plans, that is consistent with the learning and community living principles of the University of Dayton, as articulated in our Commitment to Community document.

Expectations

The expectations below apply to all groups that are awarded a special interest house for the 2017-2018 academic year. Failure to meet any of the expectations below may result in revocation of the house as well as applicable disciplinary consequences:

- **General Expectations**
 - Meet with the house adviser to review a plan to meet SMART goals and discuss safety and risk management. Advisers must complete an online form by October 27, 2017.
 - Full occupancy of the special interest house for both semesters by 2017-2018 junior and senior students who are either affiliated with the sponsoring program or are recognized members of the organization in good standing.
 - **NOTE:** Groups will be provided the opportunity to fill any vacancy that occurs within a special interest house. In cases where a group is unsuccessful in filling a vacancy, Housing and Residence Life can either assign a student into the vacancy or charge the students living in the house for the vacancy.
 - **NOTE:** Should a special interest house fall below half of the group's capacity, Housing and Residence Life may reassign the students living in the house to other housing.
 - Completion of SMART goal progress reports and deadlines by each member as directed by the Housing and Residence Life student neighborhood staff.
 - *Condition of house/apartment (cleaning, damages):* There must not be any excessive trash in any rooms of the house. In addition, the yard and porch (if applicable) must be kept free of trash.
 - *Alcohol:* The use of alcohol containers, packaging, or signage for decoration is not permitted in common areas of Special Interest Houses/Addresses, as they contribute to a culture that promotes excessive drinking of alcohol. All decorations and signage should be considered for their alignment with group and institutional values. In addition, recognized student organizations with liquor liability insurance must follow all of the CSI policies (and their inter/national office policies) for hosting an event with alcohol.
 - *Housing Contract, Student Code of Conduct:* All other policies and behaviors from the University Housing Contract and the Student Code of Conduct are applicable to Special Interest Houses.
 - *Adviser:* All Special Interest Houses must have a faculty/staff adviser for the house who commits to helping the group establish and complete SMART goals that positively impact their group and the Student Neighborhood.
 - Use of the special interest house in a manner that is consistent with the vision for Special Interest Housing and our Commitment to Community.
- **Recognized Student Organizations and Legacy Houses**

Legacy Houses are those Special Interest Houses in ArtStreet or the Global Learning Living Community and those that are retained year-to-year by a recognized student organization (including Values-Based Greek organizations), Faith-Based groups, Academic/Department sponsored houses, or Athletic-related houses. These groups have the option of working with the Special Interest Housing committee and Facilities Management to have signage placed on their house, identifying their group, and they also have the ability to follow a process allowing them to store items over the summer break in a

designated space within the house. Because these houses are representative of groups and are readily identified with their group, they have a higher standard to uphold. In addition to the expectations of all Special Interest Houses, Legacy houses have a set of additional expectations.

1. *Walk-throughs*: All Legacy Special Interest Houses will be required to participate in one scheduled walk-through each semester. The purpose of these walk-throughs is for safety and to ensure proper representation of the organization or group. Safety is the University of Dayton's first priority, and the house will be inspected for all safety-related issues. Walk-throughs will be conducted in September and April.
2. *Alcohol*: The use of alcohol containers, packaging, or signage for decoration is not permitted in common areas of Special Interest Houses/Addresses, as they contribute to a culture that promotes excessive drinking of alcohol. All decorations and signage should be considered for their alignment with group and institutional values. In addition, recognized student organizations with liquor liability insurance must follow all of the CSI policies (and their inter/national office policies) for hosting an event with alcohol. All alcohol, if present, must be stored responsibly. Because the house is identified with a group or organization, and that group or organization may be inviting others (who may be under the age of 21) into the house for purposes related to the group or organization, alcohol should not be visible in a common space to anyone visiting the house. If a group's inter/national parent organization does not allow alcohol in organizational housing, that policy must be adhered to as well.
3. *Warnings/Citations*: Citations or warnings from any University official could result in a review of Legacy status for the group. Egregious violations could result in immediate removal from Special Interest Housing.
4. *Adviser(s)*: All Legacy houses, similar to other Special Interest Houses, must have a faculty/staff adviser for the house; for recognized student organization houses, that adviser must be the organization's adviser of record with the Center for Student Involvement. Groups may also have a second adviser who works specifically with Special Interest Housing-related concerns. The advisers must be committed to working with the students to ensure that the house is representative of the mission/values of the organization or group.

AVIATE/PATH Credit

Housing and Residence Life has A Vision for Integrated, Applied, and Transformative Education (AVIATE) that will help guide your journey in residence at the University of Dayton. With the constant support of your community, you will discover the experience, skills and understanding you will need to succeed in your education and graduate — so you can embark on your next great journey.

AVIATE provides you with a series of learning goals that promote your growth throughout your time at the University of Dayton. This educational priority and the associated goals can be found in our Vision for Residential Learning.

https://www.udayton.edu/studev/resources/files/housing/ResidentialHandout_FINAL_nocrops.pdf

As a part of this program, students will attend events and get PATH Credits (Points Accumulated Toward Housing) that determine a group's priority in the Housing Assignment process for the following academic year. Students are encouraged to earn as many points as they are able in order to have a better chance of receiving the property that they are interested in. A group's priority is determined by the sum of the group members' points, and they are only competing against other groups with the same number of members. Students who participate in Special Interest Housing have an opportunity to earn three additional PATH Credits that are not available to other students.

Students wishing to obtain a Special Interest House must participate in AVIATE, and earn PATH Credits, in order to be considered for eligibility to obtain a house. Applications will initially be reviewed for congruence with the mission and vision of Special Interest Housing. After an application, or group, is deemed eligible for Special Interest Housing, they are then placed in the pool to receive a house. Houses will only be awarded to a limited number of groups, starting with those groups who have the highest priority based on the number of PATH credits earned. As there is a cap of 700 beds for Special Interest Housing, only the top point earners will receive a house. It is imperative that groups who want a house earn points to have a strong chance.

Group Types

There are a variety of different groups who may choose to apply for Special Interest Housing. Depending on the type of group, there may be additional pre-application procedures. Listed below are the different types of groups (including descriptions) and whether the Special Interest group requires a pre-application. For more information on a particular type of organization, please email sih@udayton.edu with the group type listed in the subject line. Some specific group types may have an alternate email address for specific pre-application questions.

- **Values-Based Greek Organizations:** Groups participating in a values-based sorority or fraternity that is part of one of three governing councils (Interfraternity Council, National Pan-Hellenic Council, or Panhellenic Councils) recognized by the Center for Student Involvement.
Contact: Kevin Cane, (937) 229-4114, kcane1@udayton.edu
- **Global Learning-Living Community:** A unique community that brings together U.S. and international students to live and learn from one another's unique perspectives. Students live together at 225 Stonemill, part of Caldwell Apartments, in an environment which supports and nurtures students' international and intercultural interests. **Extended Application Required.**
Contact: Chanel Wright, (937) 229-4283, gllc@udayton.edu
- **Faith Based Groups:** Faith based communities are committed to building and being faith communities in the Student Neighborhood. Students make an ongoing weekly commitment to community prayer and shared meals. Members of these faith communities have values they hold at the center of their lives, have a working relationship with their Fellow and invite students into their homes for prayer, meals and faith related conversations. For more information on Marianist Student Communities, please visit go.udayton.edu/msc. **Marianist Student Communities and Faith, Vocation and Leadership Communities require a Pre-Application.**
Contact for Faith, Vocation and Leadership: Elizabeth Montgomery, (937) 229-3997, montgomerye1@udayton.edu
Contact for Marianist Student Communities: Mike Sievers, (937) 229-2854, msievers1@udayton.edu
- **Honors:** The University Honors Program offers rigorous and expansive educational experiences for our academically accomplished students. The University Honors Program provides unique learning opportunities beyond the normal college experience, enriched courses taught by top professors and an inspiring, collaborative camaraderie with fellow students. Students participating in Honors Housing will have the opportunity to engage in these principles in their living environment and more fully immerse themselves in the Honors experience. **Pre-Application Required.**
Contact: Maria Ollier Burkett, (937) 229-4287, honorsspecialinteresthousing@udayton.edu
Contact: Breana Smith, (937) 229-4271, honorsspecialinteresthousing@udayton.edu
- **Institute of Applied Creativity for Transformation (IACT) at ArtStreet:** Located in the South Student Neighborhood, IACT at ArtStreet is designed to fuse creative and innovative perspectives through arts experiences. Over the past decade, the creative footprint established by the myriad of influencers at IACT at ArtStreet has inspired thousands of students, staff and faculty at the University of Dayton along with curious individuals from across the country and around the world. **Pre-Application Required.** For more information please visit the IACT at ArtStreet website (<https://www.udayton.edu/artstreet/>) or contact Brian LaDuca for additional information.
Contact: Brian LaDuca, (937) 229-5103, bladuca1@udayton.edu
- **Recognized Student Organizations:** Groups participating in a club or organization recognized by the Center for Student Involvement.
Contact: Amy Lopez-Matthews, (937) 229-3333, alopezmatthews1@udayton.edu
- **Semester Abroad and Intercultural Leadership (SAIL):** A year-long education abroad and leadership development program that allows students to study abroad in the Fall term in either China, Ireland, or Spain, followed by participation in a semester intercultural leadership program which includes special housing during the Spring semester. For more information, please visit https://www.udayton.edu/international/ed_abroad_partners_exchanges/sail.php.
Contact: Heather Schieman, (937) 229-1251, hschieman1@udayton.edu
Contact: Karen McBride, (937) 229-3553, kmcbride1@udayton.edu
- **General Interest House:** A group of students who come together around a common interest and who are not affiliated with any of the above groups.

Procedures

Groups are required to complete the 2017-2018 housing contract/application and submit answers to the proposal questions in order to be considered for a special interest house for the 2017-2018 academic year. The Special Interest Housing process occurs in two parts. As you prepare for this year's process, please take note of the following dates:

Between November 1, 2016 and January 16, 2017

Groups need to collect the following information in preparation for submitting their online proposal for a special interest house:

- ✓ Determine a group leader for the house. **This person, and only this person**, will submit all proposal information on behalf of the group applying for a house.
- ✓ Collect the names of all group members committed to living in the special interest house for the 2017-2018 academic year.
 - **NOTE:** If you know that one group member is planning on studying abroad or co-opting out of town for one of the semesters, please prepare your plans for filling the vacancy.
- ✓ Collect the name, phone, email, and campus address of the group's organizational and/or house adviser. **(SEE "ADVISER" SECTION FOR DEFINITION OF ORGANIZATIONAL AND HOUSE ADVISER)**
- ✓ Provide a letter of support from the group's organizational and/or house adviser.
- ✓ Prepare answers to the proposal questions. Responses should be written in paragraph form with proper grammar and keyed so that group leader can cut and paste answers into online application form that will be available beginning January 16, 2017. ***Answers are limited to 3,000 characters.***
 - **NOTE:** Any required attachments must be submitted with the application. No documents will be accepted after application deadline.

Between January 16, 2017 and January 27, 2017:

The group leader, **and only the group leader**, will:

- ✓ Go to myhousing.udayton.edu to complete an individual housing contract/application*.
- ✓ Create a roommate group, the group's name and a password. The name of the roommate group must start with the organization name and then state the name of the group leader.
 - For example, "Honors, John Smith".
- ✓ Email all roommate group members the name of the roommate group and password so that they can add their name to the roommate group that was created by the group leader.
- ✓ Cut and paste proposal answers into the appropriate text boxes in the housing portal. ***Answers are limited to 3,000 characters.***
- ✓ Attach adviser letter(s) to the appropriate text boxes in the housing portal.
- ✓ Attach any additional proposal attachments to the appropriate text boxes in the housing portal.

Each group member will:

- ✓ Go to myhousing.udayton.edu to complete his/her individual housing contract/application*.
- ✓ Join the roommate group created by the group leader.
 - **NOTE:** Only the group leader will cut and paste the answers to the proposal questions and attach any documents.

**The individual housing contract/application outlines the terms that a student must abide by in order to live in University housing. Each roommate will need to complete the housing contract in order to participate in the Special Interest Housing process.*

Between February 8, 2017 and February 13, 2017:

The group leader, **and only the group leader**, will:

- ✓ Go to myhousing.udayton.edu to update proposal answers into the appropriate text boxes in the housing portal, based on feedback provided by the Special Interest Housing committee. ***Answers are limited to 3,000 characters.***
- ✓ Attach any additional proposal attachments to the appropriate text boxes in the housing portal.

Each group member will:

- ✓ After receiving feedback from the Special Interest Housing committee, work with the group leader to revise proposal answers based on suggestions.

Proposal Information

All Special Interest Housing proposals MUST include:

- Names of all the members of the group applying for a house.
- Identification of the sponsoring group/organization as well as the name(s) of an organizational adviser, and applicable house advisers.
- Letter of support from the organizational and/or house adviser(s).
- Completed answers to the proposal questions.

Proposal Questions

VALUES & IDENTITY:

1. **VALUES:** What are your group's values? If your group is a part of IACT at ArtStreet, the GLLC, affiliated with the Center for Student Involvement (Recognized Student Organization, Values Based Greek), or are Faith Based, how do you relate your group's values to the house or complex mission statement?
2. **REPUTATION:** At the end of the 2017-2018, what would you like your house to be known for (what would you hope to have accomplished) and how does that relate to the values you have expressed for your group?
3. **SMART GOALS:** Each Special Interest House will develop three SMART goals. Each of these SMART goals will connect to one of the three Housing and Residence Life (HRL) Learning Goals: Authorship, Interculturalism, Community Living. Each goal should also reflect the group's vision and reputation statement along with the University's Commitment to Community. Each group will be required to complete two of the SMART goals in the Fall and one SMART goal in the Spring. When writing the SMART goals, please be sure to include the following information:
 - a. Authorship:
 - i. SMART Goal
 - ii. How does your Authorship SMART goal relate to your group's expressed vision and reputation?
 - iii. How does your Authorship SMART goal relate to the Commitment to Community (Name the Principle or Habit and how/why it relates)?
 - iv. Describe any action steps you need to take in order to complete your Authorship SMART goal.
 - b. Interculturalism
 - i. SMART Goal
 - ii. How does your Interculturalism SMART goal relate to your group's expressed vision and reputation?
 - iii. How does your Interculturalism SMART goal relate to the Commitment to Community (Name the Principle or Habit and how/why it relates)?
 - iv. Describe any action steps you need to take in order to complete your Interculturalism SMART goal.
 - c. Community Living
 - i. SMART Goal
 - ii. How does your Community Living SMART goal relate to your group's expressed vision and reputation?
 - iii. How does your Community Living SMART goal relate to the Commitment to Community (Name the Principle or Habit and how/why it relates)?
 - iv. Describe any action steps you need to take in order to complete your Community Living SMART goal.

To assist in writing SMART goals, please find important resources included below:

Housing and Residence Life Learning Goals

The Learning Goals for Housing and Residence Life can be found in the Vision for Residential Learning by visiting https://www.udayton.edu/studev/resources/files/housing/ResidentialHandout_FINAL_nocrops.pdf

Commitment to Community

The University of Dayton Commitment to Community can be found by visiting go.udayton.edu/c2c.

Writing SMART Goals Online Workshop

For more information on how to write effective SMART goals, please view the online learning workshop on SMART goals by visiting <http://udayton.warpwire.com/w/CnUAAA/>.

4. **ACCOUNTABILITY:** What role will each resident in the special interest house play in attaining your group's SMART goals? How will you know that your group has successfully attained its SMART goals?

ADVISERS:

5. **ADVISER NAME:** Please provide the name for your institutional adviser (the adviser employed by the University of Dayton, if you have more than one adviser.)
6. **ADVISER PHONE NUMBER:** Please provide the phone number for your institutional adviser (the adviser employed by the University of Dayton, if you have more than one adviser.)
7. **ADVISER EMAIL ADDRESS:** Please provide the email address for your institutional adviser (the adviser employed by the University of Dayton, if you have more than one adviser.)
8. **ROLE OF THE ADVISER:** Advisers are integral to the success of your house. Describe the role your adviser(s) will play in your special interest house?
9. **COMMUNICATION:** Identify the methods and frequency with which your group will communicate with your adviser(s).

LOCATION:

Location is an important aspect of the Special Interest Housing experience. The Special Interest Housing committee will strongly consider location requests by groups in conjunction with their priority based on earned PATH Credits. Groups should use the Special Interest Housing application to preference blocks and/or specific properties (as applicable). Please note that, with the exception of Legacy Houses, student groups will not be able to retain their current property.

Letter(s) from Adviser(s)

Please see the definitions below for a House and Organizational Adviser. Please note that anytime a House or Organizational Adviser is **not** a University of Dayton faculty or staff member, the group will be required to provide contact information and an additional short letter of acknowledgement from a **University of Dayton faculty/staff member** on campus who serves in an organizational advising capacity. This person will be designated as the institutional adviser. This is the adviser that the group should note in their application as the primary adviser.

Types of Advisers

House Adviser: The House Adviser is an *exempt (non-hourly) full-time* faculty and/or staff member who works directly with the students living in the Special Interest House. The House Adviser will assist students in addressing issues that pertain to community living. House Advisers must be present for the whole 2017-2018 year. If an adviser leaves unexpectedly, the group will be required to find a new adviser. This person composes the adviser letter that addresses the question prompts. In the case of a Recognized Student Organization, the House Adviser must be the same person who is known to the Center for Student Involvement as the Organizational Adviser. An organization may have a second house adviser who will work directly with the residents, but the organization adviser must be the adviser listed on the application.

Organizational Adviser: The Organizational Adviser is an *exempt (non-hourly) full-time* faculty and/or staff member who works with the organization and is identified by the Center for Student Involvement as the recognized adviser for the organization.

- **NOTE:** Values-based Greek organizations are required to have **both** an Organizational Adviser and a House Adviser each submit a letter of support, for a total of two letters. As a reminder, if neither the Organizational nor the House Advisor are University of Dayton faculty or staff members, the group must identify a third institutional adviser, who is a University of Dayton employee who serves as the **faculty/staff adviser** on record in the Center for Student Involvement. The group must provide contact information and an additional short letter of acknowledgement of the organization's request/proposal for the upcoming Special Interest Housing cycle, indicating general awareness and support for the organization, its goals, and its potential for being awarded a house

Letters of Support

Letters of support from an organizational and/or house adviser **must be uploaded as part of the online application process and received no later than January 27, 2017**. All letters should include the following:

- Why are you confident that these students will contribute to the academic mission of the institution through their living environment? What is your understanding of how they will do so?
- How will you support their proposed programmatic initiatives?
- Have they shared their community goals and plan with you? What are your thoughts about it?
- How often will you communicate with them to support them in achieving their community goals?
- If you are serving as the house adviser, will you be available to assist residents with issues that impact their living experience in the house?
- What resources can you use to help your group meet their SMART goals?
- What expectations has the group identified for you in supporting the house community, their goals, and their plan?

Information Sessions and Workshops

The Special Interest Housing committee is offering online information sessions and SMART goal workshops to inform groups of the 2017-2018 Special Interest Housing process and to offer assistance with proposals. The online link for each of the informational presentations are listed below:

Informational Presentation:

The online informational presentation is intended for all current students to give more information about Special Interest Housing opportunities and the application process. To view this informational presentation, please visit:

<https://udayton.warpwire.com/w/DHUAAA/>

SMART Goal Workshop:

This online workshop is intended to help groups learn how to write strong SMART Goals for their Special Interest Housing applications. To view this online workshop, please visit:

<https://udayton.warpwire.com/w/CnUAAA/>

Application Review Workshops:

Members of the Special Interest Housing committee will be on hand to review and critique applications. These review workshops are only for NON-LEGACY Special Interest Housing groups. Legacy groups (Values-Based Greek organizations; some Honors houses; Marianist Student Communities; Faith, Vocation, and Leadership groups; and designated Legacy groups) should work with the adviser(s) for assistance with completed and revising their applications.

- January 17, 2017: Kennedy Union Room 222, 11:00AM-1:00PM
- January 18, 2017: Kennedy Union Room 211, 12:00PM-2:00PM
- January 19, 2017: Kennedy Union Room 211, 12:00PM-2:00PM
- January 23, 2017: Kennedy Union Room 222, 11:00AM-1:00PM
- January 25, 2017: Kennedy Union Room 222, 11:00AM-1:00PM
- January 27, 2017: Kennedy Union Room 211, 10:30AM-12:30PM

All applications must be completed and submitted online by 4:30 pm on Friday, January 27, 2017. Notification of final status in the Special Interest Housing process will occur by Friday, March 3, 2017.

Timeline

Below is the timeline for the 2017-2018 Special Interest Housing process:

- **November 1, 2016:** 2017-2018 Special Interest Housing pre-application process begins. Groups meet to determine a group leader for the house and develop the content of the Special Interest Housing proposal.
- **December 5, 2016:** Pre-Applications for Marianist Student Communities and Faith, Vocation, and Leadership Communities are due.
- **December 9, 2016:** Pre-Application for Honors is due.
- **January 16, 2017:** Special Interest Housing application opens on myHousing Portal (<https://myhousing.udayton.edu>).
- **January 27, 2017:** Deadline by which the group leader must submit the proposal on behalf of the group applying for a house.
- **February 8, 2017:** Notifications are sent for Special Interest Housing application revisions.
- **February 13, 2017:** Application revisions are due in the myHousing Portal (<https://myhousing.udayton.edu>).
- **March 3, 2017:** Date by which groups will be informed of their status. Groups will either be awarded a house, be awarded a house conditionally, or will not be awarded a house.

Resources

Please consult the following resources as you construct your proposal:

- Online Information Session: <http://udayton.warpwire.com/w/DHUAAA/>
- Online SMART Goals Workshop: <http://udayton.warpwire.com/w/CnUAAA/>
- Commitment to Community: https://www.udayton.edu/studev/resources/files/commitment_to_community.pdf
- Special Interest Housing application: <https://myhousing.udayton.edu/> (opens on January 16, 2017)