

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 contribute invaluable service 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.

Criteria

All student groups who wish to apply for a special interest house for the 2015-2016 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 house.

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

- Good disciplinary standing of both the organization **AND** individuals on the Special Interest Housing application
 - **NOTE:** Students cannot be on University Probation at the start of the fall semester to live in Special Interest Housing. Appeals of this expectation should be directed to the Executive Director of Housing and Residence Life
- Sponsorship by a recognized student organization or program/department
- 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 institution, as articulated in UD's Commitment to Community document.

Expectations

The expectations below apply to all groups that are awarded a special interest house for the 2015-2016 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**
 - Completion of six online risk management modules by each resident living in the special interest house by October 31, 2015.
 - Full occupancy of the special interest house for both semesters by 2015-2016 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 will reassign the students living in the house to other housing.
 - Completion of S.M.A.R.T. goal progress reports and deadlines 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 S.M.A.R.T. 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 the University's Commitment to Community.
- **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.
 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. *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

AVIATE is the vision for learning that will help guide your journey in residence. With the constant support of your community, you'll discover the experience, skills and understanding you'll need to succeed in your education and graduate — so you can embark on your next great destination.

With a focus on integrated, applied and transformative education, the Department of Housing and Residence Life provides you with a series of learning goals that you should master by the time you're ready to graduate. This educational priority and the associated goals can be found in our Vision for Residential Learning.

Students who participate in Special Interest Housing have an opportunity to earn three additional PATH Credits toward increasing their priority in the Housing Assignments Process for the following year. These three PATH Credits can be earned by completing the required modules by October 31, 2015, completing the S.M.A.R.T. Goals laid out in the group's proposal, and by completing a series of reflections for the Special Interest House.

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. Only applications that are approved and have a higher priority based on PATH Credits will be considered for Special Interest Housing.

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), whether the Special Interest group requires a pre-application, and a contact for groups to attain more information.

- **Recognized Student Organizations:** Groups participating in a club or organization recognized by the Center for Student Involvement.
Contact: Gwyn Fox Stump, (937) 229-3333, gfoxstump1@udayton.edu
- **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 Living-Learning 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. Separate 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. Marianist Student Communities and Faith, Vocation and Leadership House Communities have a Pre-Application.
Contact
Marianist Student Communities: Maureen O'Rourke, (937) 229-2854, morourke1@udayton.edu
Faith, Vocation and Leadership House Communities: Elizabeth Montgomery, (937) 229-3997, montgomerye1@udayton.edu
Catholic Life Communities: Nick Cardilino, (937) 229-2576, ncardilino1@udayton.edu
Faith Based Communities: Sr. Linda Lee Jackson, (937) 229-3570, ljackson1@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) 229-4615, mburkett1@udayton.edu
- **ArtStreet:** Located in the South Student Neighborhood, 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 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. Information, and the pre-application questions, can be found on the ArtStreet website: <https://www.udayton.edu/artstreet/>
Contact: Brian LaDuca, (937) 229-5103, bladuca1@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.
Contact: Housing & Residence Life, (937) 229-3317, housing@udayton.edu

Timeline

Below is the timeline for the 2015-2016 Special Interest Housing process:

- **November 10, 2014:** 2015-2016 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 1, 2014:** Pre-Application for ArtStreet is due.
- **December 11, 2014:** Pre-Application for Honors is due.
- **January 14, 2015:** Housing portal opens.
- **January 30, 2015:** Deadline by which the group leader must submit the proposal on behalf of the group applying for a house.
- **March 6, 2015:** Date by when groups will be informed of their status. Groups will either be awarded a house, be awarded a house conditionally, or not awarded a house.

Procedures

Groups are required to complete the 2015-2016 housing contract/application and submit answers to the proposal questions in order to be considered for a special interest house for the 2015-2016 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 10, 2014 and January 14, 2015

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 and student ID numbers of all group members committed to living in the special interest house for the 2015-2016 academic year.
 - o **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 14, 2015.

- o **NOTE:** Any required attachments must be submitted with the application. No documents will be accepted after application deadline.

Between January 14, 2015 and January 30, 2015:

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

- ✓ Go to myhousing.udayton.edu to complete his/her the 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.
 - o 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.
- ✓ 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.
 - o **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.

Proposal Information

All Special Interest Housing proposals MUST include:

- Names and student ID numbers 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 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 2015-2016, 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. **S.M.A.R.T. GOALS:** Each group will be required to create two S.M.A.R.T. goals, which relate directly to their values, during the 2015-2016 academic year. Both of these S.M.A.R.T. goals will be completed during the Fall semester, and one will be repeated during the Spring semester. Please address the following areas when developing your S.M.A.R.T. goals:

- o **SERVANT LEADERSHIP:** Servant leadership is an expectation at the University of Dayton, and servant leaders actively participate in creating solutions for problems that threaten the well-being of the campus community. What goal will your group set for itself in terms of being servant leaders in the student neighborhood?
 - o **COMMITMENT TO COMMUNITY:** How will your group utilize the special interest house to promote your group's values in the student neighborhoods?
4. **ACCOUNTABILITY:** What role will each resident in the special interest house play in attaining your group's S.M.A.R.T goals? How will you know that your group has successfully attained its S.M.A.R.T goals?

ADVISERS:

5. **ADVISER NAME AND CONTACT INFORMATION:** Please provide the name, phone number and email addresses for your organizational and house advisers.
6. **ROLE OF THE ADVISER:** Advisers are integral to the success of your house. Describe the role your organizational and/or house adviser will play in your special interest house?
7. **ADVISER EXPECTATIONS:** What expectations has your group identified for the organizational and/or house adviser in supporting your house community, your goals, and your plan?
8. **COMMUNICATION:** How will your group communicate with your organizational and/or house adviser (and how frequently)?

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. More information about choosing or preferencing location will be available by the start of the application period on January 14, 2015. 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 Advisor 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.

House Adviser: The House Adviser is the 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 2015-2016 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 may be the same person who is known to the Center for Student Involvement as the Organizational Adviser

- In the case of a Registered Student Organization, if the listed House Adviser is **not** the faculty/staff member on record as the Organizational Adviser in the Center for Student Involvement, the **Organizational Adviser on record (see next definition) must submit 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.**

Organizational Adviser: The Organizational Adviser is the 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 from an organizational and/or house adviser **must be uploaded as part of the online application process and received no later than January 30, 2015.** 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 S.M.A.R.T. goals?

Information Sessions and Workshops

The Special Interest Housing committee is offering information sessions and workshops to inform groups of the 2015-2016 Special Interest Housing process and to offer assistance with proposals. The dates, times and locations of the information sessions and workshops are listed below:

Information Sessions:

- November 19: Virginia W. Kettering 145 (Main Meeting Room), 7:00-8:30PM
- December 3: Kennedy Union East Ballroom, 1:00-2:30PM
- December 9: Virginia W. Kettering 145 (Main Meeting Room), 3:30-5:00PM
- January 15: Barrett Dining Room, 6:00-7:30PM

Workshops:

- January 14: McGinnis Multi-Purpose Room, 2:00-4:00PM
- January 16: Kennedy Union 222, 12:00-2:00PM
- January 20: Kennedy Union 331, 3:00-5:00PM
- January 22: Kennedy Union 222, 6:00-8:00PM
- January 28: Virginia W. Kettering Hall 145 (Main Meeting Room), 6:00-8:00PM

A sample Special Interest Housing proposal will be available on the Housing and Residence Life website for you to review. If you require additional assistance in developing your application, please contact your organizational and/or house adviser. **All applications must be completed and submitted online by 4:30 pm on Friday, January 30, 2015. Notification of award of a house will occur by Friday, March 6, 2015.**

Resources

Please consult the following resources as you construct your proposal:

- [Commitment to Community Document](http://www.udayton.edu/studev/_resources/files/commitment_to_community.pdf)
(http://www.udayton.edu/studev/_resources/files/commitment_to_community.pdf)
- S.M.A.R.T. Goals – See Appendix A

Contact

Should you have any questions about the 2015-2016 Special Interest Housing process, please contact:

Housing and Residence Life

210 Gosiger Hall

Phone: (937) 229-3317

Email: housing@udayton.edu

Appendix A: S.M.A.R.T. Goals

What is a SMART Goal?

- A SMART Goal is a method of setting goals that provides a framework for how the goal will be accomplished.
- SMART is an acronym which will help you set goals.

S	Specific
M	Measurable
A	Attainable or Achievable
R	Realistic
T	Timely

Specific: This should emphasize what you want to happen and should be specific, clear, and easy and answers the following questions:

What are you going to do? Why is this important? How are you going to do it?
--

Measurable: Establish criteria for measuring your progress.

Examples of measurable goals:

I want to score above 80% on my next two math tests.

I want to read one chapter every day to complete Harry Potter by November.

Examples of non-measurable goals:

I want to score higher on my next two math tests.

I want to be a good reader.

Attainable/Achievable: Goals need to stretch you slightly so you feel you can do it and it will need a real commitment

from you. Goals set too far out of reach you can't commit to and make come true.

Example of attainable goal:

I want to lose 1 lb in a week through exercise and diet. (possible)

Example of non-attainable goal:

I want to lose 20 lbs in one week. (not possible)

Realistic: Your goal should be "do-able" and should include devising a plan or way of getting to that goal.

Timely: Set a timeframe for the goal (next week, next progress report, three months, etc.)

SMART Goal-Setting Worksheet

Step 1: Write down your goal in as few words as possible.

My goal is to: _____

Step 2: Make your goal detailed and SPECIFIC. Answer who/what/where/how/when.

Step 3: Make sure your goal is MEASUREABLE. Add details, measurements and tracking details.

I will measure/track my goal by using the following numbers or methods:

I will know I've reached my goal when:

Step 4: Make your goal ATTAINABLE. What additional resources do you need for success?

Items I need to achieve this goal: _____

How I'll find the time: _____

Things I need to learn more about: _____

People I can talk to for support: _____

Step 5: Make your goal REALISTIC.

HOW will you reach this goal? List at least 3 action steps you'll take (be specific):

1. _____

2. _____

3. _____

Step 6: Make your goal TIMELY. Put a deadline on your goal and set some benchmarks.

I will reach my goal by (date): ___ / ___ / ____.

My halfway measurement will be _____ on (date) ___ / ___ / ____.

Additional dates and milestones I'll aim for:
