



*Build communities of outstanding citizens and scholars through example, challenge and support.*

Residence Education Mission

Coordinator  
Residence Education Expectations  
Spring 2009

**The following are expectations for the person in charge of residence education in their respective building. GRECs and GRLCs are to pursue the fulfillment of these expectations under the guidance of their supervisors.**

For Monthly Appointments

- Post an e-copy of the previous month's Numbers form
- Provide Drake a hard copy of the Numbers form and your Citizens and Scholars updated budget for the previous month

December

- Set up 50-minute monthly appointments with me in your office (unless already done)
- Invite Drake to your MLK Day hall senate retreat before school begins
- Get a preliminary ResEd Plan to me, using the new format\*

January

- Congratulate residents on Fall 2008 Dean's List
- Get Help! letter to all residents
- Organize Jan 13 evening fire drill (notify UNI Police in advance!)
- Organize Welcome Week Committee for next fall
- Mon, Jan 19: Facilitate MLK Day Senate Retreat
- Invite Drake to a February/March staff meeting

February

- Work with hall senate to begin promotion of year-end election processes
- Support NRHH nomination process
- Support Gold Star nomination process
- RA Appreciation Week Feb 9-13
- Get Help letter to D/F slip recipients
- Recognize top Fall 2008 academic houses with DOR awards

March

- Wed, March 4: Student Leaders Appreciation Day
- Senate elections

April

- Senate semester-end social
- Senate officer transitions

- Mon-Fri, Apr 12-16: Student Employee Appreciation Week recognition (“treasure trove”) of non-RA employees

### **Equip RAs for These Every-Month Responsibilities**

- Weekly Hang Time
- Weekly House Dinners
- Monthly PAIRs at Programs
- Lead House Council
- Recognize Stand-out Residents
- Maintain “Good Grades” bulletin boards

### **Equip RAs for These Month-Specific Responsibilities**

#### January

- Sun-Sun, Jan 11-25: “The Word Is...GRADES” bulletin board and program promotion
- Sun-Sun, Jan 25-Feb 8 : “The Word Is...RACE/ETHNICITY” bulletin board and program promotion
- Tue/Wed, Jan 27/28: “My Personality, My Career!” workshop promotion for 6:30-9pm @ 109 CBB

#### February

- Sun-Sun, Feb 8-22: “The Word Is...SEXUAL ORIENTATION” bulletin board and program promotion

#### March

- Wed, March 4: Student Leaders Appreciation Day
- Fri-Sat, March 13-21: Spring Break programming in open halls
- Sunday, March 29: “Common Ground”: 6:30-8pm @ Commons Ballroom promotion and attendance

**\*use the form below to write res-ed strategies.**

#### Guidelines:

1. It’s not necessary to have strategies in all areas.
2. To create multiple strategies in one area, copy and paste that area (e.g. Health).
3. Unaddressed strategic areas (e.g. “resources”) may be deleted from plan.
4. Complete all sections in the “strategies” sections.
5. Rationale” refers to the reason/s for pursuing the specific strategy being planned.

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Coordinator

CITIZENSHIP	STRATEGIES
<p><b>Health</b>  <i>Help residents keep their minds, bodies and spirits as healthy as possible</i></p>	<p>NAME:                      Rationale:                      Description:                      Outcome/s:                      Executed by:                      For whom:                      Actions:                      Key dates:                      Budget ceiling:                      Success criteria:</p>
<p><b>People</b>  <i>Help residents understand and communicate better with different kinds of people</i></p>	<p>NAME:                      Rationale:                      Description:                      Outcome/s:                      Executed by:                      For whom:                      Actions:                      Key dates:                      Budget ceiling:                      Success criteria:</p>
<p><b>Resources</b>  <i>Help residents improve how they manage money, time and other resources</i></p>	<p>NAME:                      Rationale:                      Description:                      Outcome/s:                      Executed by:                      For whom:                      Actions:                      Key dates:                      Budget ceiling:                      Success criteria:</p>
<p><b>Contribute</b>  <i>Help residents contribute to house, campus, city, the world</i></p>	<p>NAME:                      Rationale:                      Description:                      Outcome/s:                      Executed by:                      For whom:                      Actions:                      Key dates:                      Budget ceiling:                      Success criteria:</p>

SCHOLARSHIP	STRATEGIES
<p><b>Academics</b>  <i>Help residents acquire successful academic skills and attitudes</i></p>	<p>NAME:            Description:            Outcome/s:            Executed by:            For whom:            Actions:            Key dates:            Budget ceiling:            Success criteria:</p>
<p><b>Uniqueness</b>  <i>Help residents explore what makes them unique</i></p>	<p>Name:            Rationale:            Description:            Outcome/s:            Executed by:            For whom:            Actions:            Key dates:            Budget ceiling:            Success criteria:</p>
<p><b>Major/Minor</b>  <i>Help residents find the major, minor and programs that match their unique talents, interests and backgrounds</i></p>	<p>Name:            Rationale:            Description:            Outcome/s:            Executed by:            For whom:            Actions:            Key dates:            Budget ceiling:            Success criteria:</p>
<p><b>Deadlines</b>  <i>Help residents meet degree deadlines and requirements.</i></p>	<p>Name:            Rationale:            Description:            Outcome/s:            Executed by:            For whom:            Actions:            Key dates:            Budget ceiling:            Success criteria:</p>

**Appointments Calendar**  
(never on Mondays or Friday afternoons)

During Week Of...	
Jan 12	Lisa, Jenny, TJ, Alexis, Amy, Schmiddy
Jan 20	Autumn, Maryne, Ashleigh, Adrienne, Amanda, Christina
Feb 9	Lisa, Jenny, TJ, Alexis, Amy, Schmiddy
Feb 16	Autumn, Maryne, Ashleigh, Adrienne, Amanda, Christina
Mar 2	Lisa, Jenny, TJ, Alexis, Amy, Schmiddy
Mar 9	Autumn, Maryne, Ashleigh, Adrienne, Amanda, Christina
Apr 6	Lisa, Jenny, TJ, Alexis, Amy, Schmiddy
Apr 13	Autumn, Maryne, Ashleigh, Adrienne, Amanda, Christina