

Small Living Unit Selection Process 2009-2010 Academic Year

Ohio Wesleyan University currently has 9 houses available to students as small living units. The process to acquire a Small Living Unit includes both a written proposal and a presentation. The Small Living Unit Selection Committee will use this information to select and place Small Living Units for the 2009-2010 academic year. The selection committee is comprised of two faculty members (appointed by the Chair of the Academic Policy Committee), two students (appointed by Wesleyan Council on Student Affairs), and two Residential Life administrators (the Residential Life Coordinator for the Small Living Units will chair the committee). The criteria for evaluation are provided below. A detailed timeline is attached to this document. Any questions about the selection process may be directed to Julia Brooker, Residential Life Coordinator for the Small Living Units (740/368-3182, jgbrooke@owu.edu).

I. List of Candidates for Membership

Lists are due on Monday, February 2, 2009 by 5:00pm to the Residential Life Office (HWCC Rm. 225).

- A. Each SLU group must provide the Residential Life Office with a list of students' names and ID numbers who are being considered for membership. This is not the final roster.
- B. The names on these lists will be reviewed to insure good academic and judicial standing per the Small Living Unit Academic Success and Behavioral Standard Prerequisite, as described in the attached document.

II. Written Proposals

Proposals are due on Friday, February 13, 2009 by 5:00 p.m. in the Residential Life Office (HWCC Rm. 225). We will not accept late proposals.

Small Living Unit Written Proposals must fit the following criteria:

- A. All proposals are to be typed and double spaced. They are to be presented clearly and coherently.
- B. All proposals must include, but are not limited to, the following information:
 1. The Mission Statement
 2. Goals and Objectives of the small living unit, including:
 - a. For existing small living units: A list and description of programs that occurred during the Fall semester, and that will occur in the up-coming Fall and Spring Semesters.
 - b. For newly-proposed small living units: A list and description of programs planned for the up-coming Fall and Spring semesters.
 3. The Member Selection Process
 - a. Application Process
 - b. Interview Process
 - c. Special Requirements (if applicable)
 4. Faculty/Staff Advisor(s)
 - a. Their name and title
 - b. Their signature
 - c. The capacity in which they are expected to serve

5. House Roster for the 2009-2010 academic year
Please use the roster sheet provided in this packet.
 - a. List of names of students who have been accepted into the house
 - b. Signatures of accepted students to indicate their informed commitment to live in the house
 - c. Names and signatures of no less than three (3) alternate candidates
 - d. *Members must meet the academic and judicial standards as described in the attached document.*
 - e. *Students are permitted to sign commitments to only one house.*
 - f. *Once a student signs the roster, they will be expected to live in the SLU if the SLU is awarded a house.*
 - g. *Incoming freshmen are not permitted to sign any Small Living Unit roster.*

6. Moderator Candidates
 - a. The names of at least two willing and qualified moderator candidates
 - b. Description of their experience with the house
 - c. Positive qualities to support their candidacy
 - d. *If your current house moderator wishes to return, you must still provide at least one more candidate.*
 - e. *Mandatory Information Meeting for the Moderator candidates will be held on Wednesday, January 14, at Noon in the Crider Lounge.*

7. Location Preferences
 - a. List of three housing locations, ranked by preference
 - b. Explanation of choices
 - c. *The first preferred location must be able to be filled to the required occupancy by the number of members listed on the roster.*
 - d. *Requested locations must be able to be filled to the required occupancy by the number of members and alternates listed on the roster.*
 - e. *Occupancy of assigned house must be maintained for the full academic year.*
 - f. *If unforeseen circumstances cause space to open in a small living unit during the academic year, Residential Life reserves the right to fill the space as needed.*

8. Status Report
 - a. Current houses are to evaluate their status in relation to their house's proposal from the previous year

9. House expectations
 - a. List minimum expectations for community members (chores, use of common space, etc.)
 - b. Describe consequences for members' failure to meet expectations (ie. strike system, removal from house)

Occupancy rates for the 2009-2010 small living unit houses:

<u>Address</u>	<u>08-09 Name</u>	<u>Occupancy</u>
86 Rowland Avenue	The Modern Foreign Language	10
94 Rowland Avenue	The Women's House	13
110-114 Rowland	The Creative Arts House	15
118 Rowland Avenue	The House of Thought	10
65 Oak Hill	The House of Black Culture	10
81 Oak Hill	The Inter-Faith House	10
88 Oak Hill	The International Houses	16
104 Oak Hill	The Tree House	12
225 West William	The House of Peace and Justice	15

III. Proposal Presentations

Group Presentations will be scheduled on Friday, February 27, 2009 in HWCC 304 between 1:00 p.m. and 5:00 p.m.

Proposal presentations give Small Living Units the opportunity to communicate the purpose of their unit beyond what is in the written proposal. Take this time to be as creative as possible. *Presenters are not to present their written proposal verbatim.*

- A. Each presentation will be 10 minutes long, followed by a 5-minute question and answer period for the committee. Be aware of the time and keep the presentation to the 10-minute requirement.
- B. Sign up for a presentation time in the Residential Life Office when the written proposal is turned in.
- C. All members who signed a house roster must participate in the presentation, unless they have a prior academic commitment.

IV. Criteria for Evaluation

The Selection Committee will be using the following questions as a guide to determine which groups will be granted a Small Living Unit for the 2009-2010 academic year.

- 1. Have all the guidelines of the written proposal been met?
- 2. How does the proposal compliment the mission of Ohio Wesleyan University?
- 3. Why is a SLU needed to accomplish the goals of the group?
- 4. Is there evidence that the group will be able to carry out the mission as proposed?
- 5. For existing SLUs: how well have previous proposals been implemented?
- 6. For existing SLUs: has the SLU maintained its required occupancy for the last two years?

If a group is not offered a residential unit, the Selection Committee will determine whether the group has proven themselves deserving of a community space, and could decide to extend an offer to the group to work with Residential Life to find other spaces in the residence halls for the group.

Questions about the selection process may be directed to Julia Brooker, Residential Life Coordinator for the Small Living Units (740/368-3182, jgbrooke@owu.edu).