
Theme Community Proposal Process 2012-13

Introduction

Living in a theme community is a great way to connect with other students, build community and enhance your residential and learning experience at Reed. Theme communities are intentionally designed living communities centered on a variety of shared academic, cultural, and personal interests. Theme housing allows students with common interests and lifestyle preferences to live together and support each other through thoughtful engagement, informal interactions and planned events.

Proposals for new theme communities are accepted at the start of spring semester each year. Residence Life welcomes all submissions and encourages creativity in proposing a new theme; all themes, however, should have a clearly defined purpose and seek to enhance the residential experience of students living on-campus at Reed.

Theme Coordinators

Theme Coordinators provide leadership and direction within the theme community. The Theme Coordinator and the House Advisor (HA) of the residence hall area meet regularly to discuss goals, programs, and community issues. There can be up to two Theme Community per theme community.

The responsibilities of a Theme Coordinator include:

- Initiating and planning activities and events for residents of the theme
- Managing a programming budget of \$200
- Meeting regularly with the House Advisor and Resident Director to discuss goals, plan programs, and address community issues, as needed
- Participating in training sessions at the start of Fall Semester 2012
- Assist with the theme's renewal application in Spring Semester 2013
- Assist the Residence Life Committee in selecting members of the theme community

Serving as a Theme Coordinator is an excellent way to contribute in a meaningful way to a theme community, support new students transition into campus living, and build leadership and event planning skills. All Theme Coordinators will receive training, support and help in planning community events.

For new themes, the individual(s) proposing the theme community is the Theme Coordinator. In returning themes, the TC is nominated and appointed by the theme community during the first week of Spring Semester.

Programming and Budget

Planning events and programs related to the theme of the community is an essential – and fun! – part of the theme community experience. Residence Life provides a budget of \$200 a year for each theme community to host events in addition to the programming budget of the theme's House Advisor.

Overview of Proposal Process

To create a new theme community, a proposal must be submitted to the Residence Life Committee, a student-run committee comprised of House Advisors and Honor Council and Senate representatives. Proposals should be submitted via e-mail to hooverb@reed.edu no later than Monday, February 6 at noon. *Please note you may also be invited to meet with the RLC if there are additional questions about your proposal or theme.*

The RLC will make determinations about theme communities and their placement and e-mail coordinators their decision by Wednesday, February 8.

Theme Community Fair

If your proposal is accepted, the theme coordinators must participate in the Theme Community Fair on February 15 from 8 – 9:30 p.m. in GCC- BCD. New and renewing themes will each have a table at the fair and be given a modest budget for supplies (e.g. treats, posterboard supplies, etc.). The purpose of the Theme Community Fair is for prospective members to learn about the different themes and ask questions of the coordinators before submitting their application to live in a theme community.

Theme Community Location

The Residence Life Committee will determine the placement of the theme community based on your preferences, needs of the theme, expected number of applicants, and available spaces within the residence halls. While the RLC will take your preferences into consideration, we cannot guarantee placement in one of your top three areas. *Please refer to the attached proposal application for what residence halls are available to host themes.*

Member selection

Applications to live in a theme community will be made available to students starting February 20 online in IRIS. Students will submit an application for each theme community they are interested in and rank their preferences by March 2. Between March 3 – 11, the Theme Coordinator(s) will meet with one representative from the RLC to review member applications and determine who will be living in the theme community. A list of accepted members and alternates must be submitted to the RLC no later than March 11th via e-mail to hooverb@reed.edu.

Timeline

- January 16: Theme proposal applications available
- February 6: Theme proposals due by noon to hooverb@reed.edu
- February 8: RLC determines themes; e-mail sent to coordinators
- February 15: Theme Community Fair in the GCC-BCD from 8 – 9:30 p.m.
- February 20-March 2: Interested students apply for themes via IRIS. Names are sent to Theme Coordinators and RLC representatives for consideration.
- March 3 – 11: Theme Coordinators and RLC representatives meet to select members
- March 12: Accepted members e-mailed and invited to join theme community
- March 18: Final list of residents determined
- March 28 by noon: Members sign up for the theme housing lottery
- April 2 - 3: Theme housing lottery. Accepted members sign up for a room in the theme community

Criteria for Selection

The committee will be evaluating theme community on the criteria listed below:

- The proposal application was thoughtful, thorough, complete and submitted to the RLC by the deadline
- The theme would appeal to a wide range of students at Reed and incoming first year students. The theme is not illegal, offensive, or unnecessarily exclusive and is an interest not already met by another theme community
- The proposed program and event ideas are relevant to the theme and would contribute to the overall quality of the theme community experience
- The theme has at least one Theme Coordinator who agrees to participate in the Theme Community Fair, application review process and training at the start of Fall Semester 2012

THEME COMMUNITY PROPOSAL APPLICATION

Please respond to the following questions. All responses must be thorough, typed and submitted no later than Monday, February 6 at noon to the Residence Life Committee at hooverb@reed.edu.

1. Please provide the name(s) of the Theme Coordinator(s) for your theme. *There can be up to two Theme Coordinators per theme community.*
2. Provide a proposed name and description of your theme community.
3. What are the goals of this theme community?
4. Please describe 3 ideas you have for theme events or programs.
5. What do you think defines a successful, healthy community? What strategies would you use to develop a successful, healthy community?
6. How will you involve first-year students in the theme community? How will you involve returning students?
7. How many people do you anticipate wanting to live in this theme community?
8. What type of living arrangement and/or facility needs (e.g. kitchen, proximity to bike storage, etc.) would best fit the needs of your theme and why?

Please rank your top 3 specific residence hall location preferences that you feel meet the criteria that you are requesting in priority order. *Please write next to your three ranked preferences what floor/area within the hall is ideal for your theme.*

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|-------------------------------------|-----------------------------------------|
| <input type="checkbox"/> Foster | <input type="checkbox"/> Sullivan |
| <input type="checkbox"/> Scholz | <input type="checkbox"/> Naito |
| <input type="checkbox"/> Chittick | <input type="checkbox"/> Canyon House |
| <input type="checkbox"/> Woodbridge | <input type="checkbox"/> Garden House |
| <input type="checkbox"/> Griffin | <input type="checkbox"/> Farm House |
| <input type="checkbox"/> McKinley | <input type="checkbox"/> Old Dorm Block |

