
Theme Community Renewal Process 2012-13

Introduction

Theme communities enhance the residential experience at Reed by providing an opportunity for students with common interests and lifestyle preferences to live together and support each other through thoughtful engagement, informal interactions and planned events. Residence Life fully supports the continuation and development of returning theme communities, which provide a strong sense of community and unique traditions and programs for both new and upperclassmen students.

All existing themes interested in returning for the 2012-13 academic year must complete a brief renewal application. The purpose of the renewal application is for theme communities to inform Residence Life of interest in continuing next year and provide an opportunity for the theme to set goals and living preferences for next year.

The application must be submitted to The Residence Life Committee no later than Monday, February 6 at noon. The Residence Life Committee will review renewal applications and make approval decisions and placements by Wednesday, February 8.

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.

Theme Coordinator Nomination Process

For returning theme communities, the Theme Coordinator(s) is nominated and appointed by theme members during the first week of Spring Semester 2012. During Paideia Week, all students residing in a theme community will be contacted via e-mail informing them of the theme renewal process, including how theme coordinators will be selected.

At your first theme community meeting of Spring Semester (organized by your House Advisor), your theme will have an opportunity to nominate and agree upon 1-2 theme coordinator(s) for next year. It is up to the community to decide how the nomination and election process will take place.

The Residence Life Committee encourages theme communities to elect coordinators who are engaged and active in the theme, have good ideas for programs and events, and would be a good liaison between their peers and Residence Life.

The elected Theme Coordinator(s) should take initiative, with support from other theme members, in writing and submitting the renewal application and participating in the Theme Community Fair on February 15 from 8 – 9:30 p.m. in the GCCs.

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 Renewal Process

To renew the theme community, the application 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 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 evaluation of your theme’s current location, stated 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 renewal 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.
- 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

THEME COMMUNITY RENEWAL APPLICATION

Thank you for your interest in renewing a theme community! Please respond to the following questions. All responses must be thorough, typed and submitted no later than Monday, February 6, 2012 to the Residence Life Committee at hooverb@reed.edu.

1. Please provide the name(s) and contact information of the Theme Coordinator(s) for your theme next year. *There can be up to two Theme Coordinators per theme community.*
2. Please review your theme's description as it is currently listed on the [Residence Life website](#) and check one:
 Description is accurate
 An updated/revised <150 word description is below:
3. Evaluate your theme community for Fall Semester 2011. What is going well? What do you think could be better?
4. What are the goals of your theme community for 2012-13? *Include potential programs, traditions or methods you will use to build community and engage new and returning members next year.*
5. Please briefly evaluate your theme's current location. Does it meet the needs of your theme community? Why or why not?

Please rank your top 3 specific residence hall location preferences. *Please write next to your three ranked preferences what floor/area within the hall is ideal for your theme.*

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