Housing & Residential Education
THE UNIVERSITY OF UTAH

Annual Report 2007-2008

HRE Department Mission Statement

Housing & Residential Education, a team of dedicated student leaders and staff, serves the University community by encouraging, facilitating, and supporting the learning and development of all residents while creating an inclusive and safe living environment.

Diversity Statement

Housing & Residential Education and the University of Utah value interactions among individuals with varying traditions, cultures, orientation, religious beliefs, economic backgrounds, and racial/ethnic origins.

HRE Departmental Values –
the principles or ideals which guide how we work

Team:
Working together towards common goals; sharing information; including HRE coworkers in decision-making and projects in order to better serve our students/customers.

I will:
- Work to develop trust among all HRE team members by being trustworthy
- Engage in productive discussion around ideas and concepts and create opportunities to share information
- Commit to decisions and follow through on plans
- Hold myself and my colleagues accountable for all behaviors that may negatively affect the HRE team
- Prioritize the collective results of the department and place the needs of the HRE team above any group or individual needs.
- Take the initiative to approach others to offer assistance and build relationships

Excellence in Service:
Performing all of my responsibilities to the best of my ability; exceeding the expectations of our students/customers and the standards of performance set within HRE; being friendly, sensitive, and willing to help others: showing concern for their needs, listening more and talking a little less.

I will:
- Provide our students/customers with positive, ethical, high quality service regardless of any personal or professional difficulties I may have.
- Give students/customers my full attention with patience and empathy
- Be attentive and respond to student/customer needs promptly
- Create and environment that is open and responsive to student/customer feedback
- Seek out and participate in opportunities that enhance my skills and be willing to share my knowledge and experience

Respect:

Treating students/customers courteously and professionally in all situations; valuing and honoring diversity in others; being honest, direct, and respectful in all communications and loyal to all including those not present.

I will:

- Validate and value each individual for their unique talents, experiences and identity
- Approach problems/discussions/projects as a matter of perspective rather than absolute right or wrong
- Be respectful in my choice of words, expressions and tone of voice, demonstrating my commitment to the HRE team by avoiding gossip, mean-spirited attacks or other behaviors that may undermine the team
- Share ideas, express emotions and give feedback in an appropriate manner, time & place
- Understand others' points of view and acknowledge their concerns as real

Integrity:

Doing the right thing demonstrated by doing what I say I will do, avoiding hidden agendas, emphasizing and recognizing success.

I will:

- Tell the truth, being honest about what we can and cannot do.
- Apologize when appropriate, create a blame free environment, and never shift blame to other HRE staff
- Ask for guidance or help when needed, seek opportunities to grow and develop as a staff member, welcome constructive feedback both positive and negative
- Look for opportunities to resolve conflicts and problems, to give others a heads up and to respond, learn and seek solutions that will minimize the likelihood of problems in the future
- Maintain the highest level of confidentiality by holding sensitive conversations in non-public locations and protecting confidential or sensitive information

Positive Attitude:

Looking at a problem or concern as an opportunity. Demonstrating optimism and cheerfulness and focusing on a person's or area's strengths before the weaknesses. Enjoying my work and interaction with others recognizing the contribution I can make to our students education while working in Housing & Residential Education.

I will:

- Recognize that I can always "Choose my Attitude"
- Take opportunities/reasons to respect and praise coworkers
- Relish and celebrate team accomplishments
- Encourage fun and laughter at work whenever it is appropriate, finding creative ways to incorporate fun into daily activities
- Take my work seriously, not myself

<u>Housing & Residential Education Summary</u>

<u>Sustainability efforts</u>
- **The Sage Point Green Team** was highlighted October 29, 2007 for it's programming in the Association for the Advancement of Sustainability in Higher Education.

- **Green-Sustainability Living Learning Floor–** the success of the Green Team led to the development in a new partnership with the Office of Sustainability on the Green-Sustainability floor for 25 students in Sage Point.

<u>Housing Shortage</u>
- **Marketing Analysis– Ira Fink—**starting with student focus groups in the Spring 2007 semester, Ira Fink and Associates have developed a marketing analysis regarding student housing. The compilation of this report occurred Spring 2008.

- **Wait List & Shoreline Ridge transition–** the end of April, as students prepared to close out this year– they were left wondering where they were going to live in the Fall. At the end of April, spaces for returning students were in short supply. Starting May 12 new incoming students were able to reserve their room, by the end of May available housing in total was scarce. To this end, we offered for families in shoreline Ridge to relocate to other buildings so that we could create space for undergraduate students to move into Shoreline Ridge from Benchmark Plaza. Benchmark Plaza was then opened to sophomore students. Graduate students were no longer able to apply to live in the residence halls or in Benchmark Plaza in order to quarter off additional space for the 400 + students on the wait list.

<u>Diversity & Social Justice Work</u>
- **Diversity House**– for the 2008-2009 Academic Year, Officers Circle 615 will house 12 students who are interested in creating a safe space to dialogue, program, and work towards social justice. The house is not funded so it will remain in that location until we have an alternate donor for another program or someone that wishes to make 615 the permanent Diversity house.

- **Social Justice Inservices** started in September 2007, once a month 90 student leaders come together to learn about privilege, social justice issues, being an ally, and dialoguing on important issues toward developing inclusive communities in the residence halls. Collaborating partners for the inservices include: Debra Daniels, Kristy Bartley, Rob Davies, Jill St. James, Candace Christensen, and the Residential Education staff.

- **Coordinator of Diversity Education–** with an opening in the coordinator of Diversity Education position, the position is going to be moved to a full time position. This person will serve as a resource to the department as well as the division in outreach efforts.

Housing & Residential Education Goal and Plan for 2007-2008

It is our belief that improving staff effectiveness will lead to increased student satisfaction. HRE will provide training and professional development opportunities for each staff member. Effectiveness will be measured by staff satisfaction surveys and performance evaluations.

Action Plans by work area to achieve goal:

All Areas:

- By July 2008, all employees will have a position description for their role in HRE.

Res Ed	Central Office	Admin	Facilities	Accounting
Assoc Director-done	Asst Director-done-	IT Professional-	Assoc Director-done	Financial Analyst-done
REC- done	Generalist- done	Diversity Education Coord.- done	Exec Secretary- done	Student Accounts-Done
AREC- done		Admin. Asst.- done	Maintenance Supervisor-done	Staff Coord-Done
Student Leader positions- done		Coord of Leadership Dev, Selection, & training- done	Maintenance Tech-done	RHA accounts-Done
Office Assistants-done			Custodial Supervisor-done	
			Custodian- done	
			Custodial Crew leader - done	
			Storekeeper III- done	
			Storekeeper I- done	

- **By July 2008, all employees will have had a performance review.**

Leadership Team	February 2008
Central Office	October 2008
Res Ed	November 2007
Custodial	October 2008
Maintenance	October 2008

- By July 2008, all employees will have taken part in a training session either offered within the department, by Human Resources, or will have attended a professional development conference. This is to be documented by the supervisor.

Director   **Jerry/Barb**
- Dining
Develop a tiered meal plan scheme to address declining satisfaction with the current meal plan.

> **Update** Oct 2007: Two questions are on the FA 07 assessment:
> Housing & Residential Education will be investigating making adjustments to the meal plan structure in the future. Please rank you preference of the options be low from 1 to 3. If you have other suggestions, please submit a sug gestion on the Housing & Residential Education webpage, www.housing.utah.edu.
>> Q69 Option 1: The current meal plan structure and options
>> Q70 Option 2: A meal plan structure that would have a set number of meals over the semester instead of a number of meals per week (e.g., 100 meals per semester) WITHOUT the flex dollars or transferability op tions
>> Q71 Option 3: A meal plan structure that would have a set number of meals over the semester WITH either flex dollars or transferability options (This option would be more expensive than option 2.)
>
> Results of survey show that they do not want option 2 and are almost evenly split on option 3 and option 1.   We will continue to monitor each year.

Facilities   **Frank**
- Recycling Education
Educate the staff and students on recycling opportunities available through the new program.

> Update Oct 2007: ongoing education project, identifying problem areas for tar geted information

Finance   **Debra**
- Background Checks
Assess the feasibility of doing background checks on all incoming employees/ applicants.

> July 2008 Update: During this last legislative session and also per the Board of Regents, the University of Utah is authorized to have background checks per formed for new employees. The Bureau of Criminal Identification (BCI), a State -run agency under Public Safety can perform these checks at a cost of $10 per applicant (employee). Met with Human Resources during the RFP Process to select a new company to do background checks for the University. More infor mation regarding the background check policy is expected from the University – during FY 09.

- RHA Accounts
Develop a financial reporting structure to educate the RHA advisor and treasurer on the status of the RHA account.

> Update: Completed March 2008.

-Aging Procedure
Create calculations to determine when specific actions should be taken on student accounts, i.e. notification to vacate, send to collections, etc. Take more aggressive actions on delinquent student accounts to educate and prevent students from getting into thousands of dollars of debt to HRE.

> July 2008 update:
> Student Accounts staff member is working daily on this action plan. He is examining each student's account who owes a balance greater than $1,000. He has placed holds on the student AMS accounts where he has been able to discover prior to year end how much of the balance will be owed. By being proactive in this area, he has been able to save students hassle at the end of the school year. Holds are getting placed on student accounts on a monthly basis. An accounting calendar has been established to assist in the collection efforts.

Central Office   **Peggie/Katie/Michael**
- Procedures
Create standard operation procedures manual for the front office.

> Update Oct. 2007: In progress as a policy arises.

- Satisfaction Survey
Survey customers coming into HRE during summer and fall regarding their overall satisfaction with the front office service.

> July 2008 Update: Given the staffing situation in the Central Office, this survey was not completed.

Information Technology   **Michael**
- Peer-to-Peer Networking
Create peer-to-peer networking education program for residential education staff, students.

> Update Oct. 2007: Issue has died down on campus, will get more copies of poster to re-post in the halls.

- Intranet site
Develop an intranet site which will assist in the training, education, and communication across areas within HRE.

> Update Oct. 2007: Michael will be attending a session at ACUHO-I IT conference on development of an intranet site.
> July 2008: Although we didn't incorporate all applications into one central intranet, did develop several online applications: RHA Elections, Information/Wait List Signup, updated transmittal form, updated living learning floor application

- Redesign of website
To be done in conjunction with Student Recruitment redesign of marketing materials

> July 2008 Update: Redesign won't be done until 2009—site will be transitioned to University template in the mean time by October 3.

Residential Education   **Barb**
- *Student Conduct training*
Increase training for hearing officers through increased collaboration with the Dean of
Students office regarding student conduct.
>   Update Oct 2007: Dean of Students Office is attending a monthly REC meeting.
>   We have worked through the framework on referrals as well as other crisis res
>   ponse issues.

- *Emergency Procedures*   (in collaboration with Facilities)
Further develop emergency procedures which will allow for the effective training of Res
Ed staff as well as the student leader staff.
>   - Connect protocol and procedures between the "Need to Know" chart, the A/
>   REC manual, and DOS campus crisis response protocol. DONE
>   - Continue to map out protocol for integrated campus emergencies such as pan
>   demic flu, infectious disease response, campus response media relations group.
>>   Infectious Disease response: DONE
>>   Pandemic Flu – incomplete- continue to monitor national and state web
>>   sites
>   - Develop an HRE relocation plan if there is an HRE emergency, not of the mag
>   nitude to affect campus (relocating one building).
>   Update: Plan begun- will be coordinated with new campus response director

- *Concealed Weapon Permit*
To work to provide an educated staff and student population with regard to concealed
weapon permits and SB 251.
>   DONE & Future item: create this as an ongoing training for all staff on a yearly
>   basis.

Projects not directly connected with goal, but to secondary area goals

Parking lot review of motorcycle parking   **Peggie/Barb**
As a means to address student complaints regarding the lack of motorcycle parking in
the needed location an assessment of motorcycle parking locations will be done. This
will then be compared with actual or projected need in each area. Work with Com-
muter Services to adjust spaces to fit need.
>   Update: HRE guest spots were removed from Lot 80 and replaced with motorcy
>   cle parking.

- Utility Bill Review   **Debra**
Develop a plan to review utility bills for charge discrepancies.
>   Update: At this date (10/24/07) no progress has been made in this area.
>   The utility bill review is ongoing; however, more efforts needs to be expended.
>   Utilities have been reviewed annually, but I would like to implement a monthly
>   review.

White Houses- Twins   **Facilities & Res Ed**

As the buildings have been and continue to be targets of vandals, which is disturbing to the resident population given the vicinity to Chapel Glen, the following are recommended:
- Develop a plan to routinely check the security of the building at all entry points.
    Update: Maintenance- <u>daily</u>, Duty RAs- <u>nightly on rounds</u>

    - Continue to have duty RAs check the exterior doors to the building to ensure they are locked and to
    look at the buildings to ensure there are no alternative open entry points.
    <u>Update: Trained on this during FA training, follow up emphasis in Sept.</u>

-Educate residents that if they are found vandalizing the building that they will be charged through the code and to the extent of the law.
    <u>DONE via email to Chapel Glen (FA 07), permanent signs will be posted in the windows (FA 08)</u>

-Initiate conversations on the houses to bring them back to the forefront for development dollars.

- Secure the house to help ensure people are not able to enter.

- Common Area Damage assessing fines   **Debra**

The philosophical basis for common area damages is that the students have the ability to influence others in their community to not damage the community. When the community is damaged, the community has the ability to exert pressure for the person who did it to come forward.
    Assess whether this still applies in today's student population
    Do the residents have the ability to control who is on their floor
    Unwillingness to come forward or exert pressure for others to come forward
    Damages do provide revenue to HRE
        What counter-effect is there to the collection of damage monies?
        Analyze effect on budget.
    <u>Update:</u> tabled for 2007-08

Elevator plan   **Frank**

Assess the current status of the residence hall elevators. Provide information as to the scope of the situation in the residence halls as part of the campus initiative.
    <u>Update Oct 2007:</u> requested a report by building of elevator issues from elevator company. Will move forward with fix on ventilation.

Boilers   **Frank**

Install a communication system that will alert the maintenance on-call person if there is a boiler problem.
    <u>Update Oct 2007</u>: system is operationally in PHC and Sage Point. Has already troubleshooted two instances when the residents would have had cold water in the morning. Awaiting R&R project remainders to support the installation in Chapel & Gateway.

Fire Extinguishers   **Frank**
Installation of automated calls to the area duty cell phone if a fire extinguisher is removed from its case.
>   Update: R & R project to be completed by 1/1/2009.

Budget   **Debra**
As the up-to-the minute budget tool is not effective because of the errors or duplicates in the system, the following are suggested:
- Further the budget reporting system so that it is useful and accurate to the budget manager.
- Create a report that allows for the manager to see all historical journal detail for an account and activity.
- Develop a process that removes duplicates.
- Train the student assistant to enter in the POs and COs into the system on a daily basis.
>   Update July 2008: Leadership Team determined that this was not a useful tool and the project was canceled.

Mission Statement   **Katie**
Post the mission statement in open public places for employees, residents, and other constituents to see. "Housing & Residential Education, a team of dedicated student leaders and staff, serves the University community by encouraging, facilitating, and supporting the learning and development of all residents while creating an inclusive and safe living environment"
>   No update- project moved to 2008-2009

Occupancy Management and Marketing   **Katie & Barb**
Our occupancy has significantly changed which has impacted the ability for students to reserve a room during the late summer:
-Create a timeline for marketing to current students and to incoming students that alerts them of the importance of applying and reserving housing in a timely manner.
>   Update: Postcard sent out to all admitted students January 2008.
-Educate the university to the fact that we are filling up so they can use this information to assist students, especially Orientation and Student Recruitment.
>   Update: Meetings took place in November
-Include timeline in marketing materials going out to prospective students.
>   Update: Included on new marketing materials for Feb. 2008

Decentralized Move-In   **Barb**
Create a decentralized Move-In day plan that staggers First-Year students from returning students.
>   Update: DONE for 2007, will begin planning April 2008

Website Updates   **Michael**
-Continue to develop website by adding content, "virtual tours", etc.
>   Update: This will move forward after webmaster is hired

Wireless Networking   **Michael**
-Wireless Networking in residence halls
     <u>Update</u>: completed Summer 2008

NetCom   **Michael**
-Work with NetCom (OIT) for program support.
     <u>Update </u>Oct. 2007: ongoing

Residence Hall Association

Mission Statement for RHA

The purpose of the Residence Halls Association is:

1. To promote and provide an educational and social environment for residence halls students through programming and actively seeking student involvement;

2. To represent the interests and concerns of the residence halls students to all appropriate persons and to formulate and advocate policies consistent with these interests;

3. To be a resource and communicate and share information about current events, policies, and procedures to the students;

4. To develop student leadership and to effectively and efficiently run student government; and, To actively participate in residential student leadership on a regional and national level with the National Association of College and University Residence Halls.

Highlights of the 2007-2008 Year

Area Council Advisor Feedback: This process was started last spring in an effort to have improved follow up, collaboration and communication with advisors for the Area Councils. The process was implemented over email. Advisors were asked to respond to questions regarding the performance of their Area President. This allowed information that would have possibly not been communicated to all stake holders, to be passed along in a timely and efficient way. This process will be continued this upcoming academic year. The advisors will be engaged in monthly advisor's roundtables. These advising meetings will allow for advisors to have better communication, but will also serve as a continued development of advising skills.

Constitutional Review: RHA worked hard this past year to gather feedback to better implement changes to the constitution and bylaws. This was a lengthy but highly engaging process that took most of the academic year. Although a permanent resolution to the constitutional bylaws was not passed by RHA this past academic year, the student leaders are excited to begin the process anew and come to a resolution swiftly during the start of this academic year.

Online voting: This past year RHA passed legislation that allowed the residents to vote online. Traditionally voting has taken place during RHA meetings. Online elections allowed for a greater population of the residence hall community to be part of the election process.

Marketing and IT Coordinator: This position is a new position for RHA. In an effort to better reach the residence hall community, RHA created a new position that will be solely responsible for marketing efforts throughout the year. One of the highlights for this position is the creation of a new RHA website that will hopefully serve as an improved hub of information during the year. The website is expected to go live prior to the first RHA meeting of the 2008-09 academic year.

Summer Initiatives: This past summer RHA was able to hold two summer meetings and also put on a successful summer program. The summer meetings allowed RHA to do planning for the opening programs and to do initial planning for the start of the year. The RHA summer program included music and ice cream. Close to 150 summer residents attended this program.

Assessment of the 2007-2008 RHA Year

Fall Resident Feedback Survey (dates 10/09-07-11/14/07): Part of the fall Resident Feedback Survey included questions about RHA. Resident feedback showed that residents are aware of RHA.   They feel that RHA's most important function is to act as a voice for residents and to provide quality programs. From the survey it was also learned that residents do not attend programs because of the type and timing of the program. RHA will use this feedback to evaluate and continue to implement programs that reflect their audience. Below is a list of initiatives that have been discussed thus far to address resident feedback:

> **Semester programming calendar:** RHA will be creating a semester programming calendar that will incorporate both educational and social programs.
>
> **Consistent programming nights:** To help students make time in their schedules RHA is working to pick a consistent night for monthly social programs. It is a hope that students will start to associate this night with RHA programming.
>
> **Collaborations:** RHA is in the process of working on building relationships with different student organizations across campus. This will serve as a beneficial way to collaboratively work to improve general student investment in RHA.
>
> **Elections:** For this upcoming academic year RHA will be working with Area Council advisors to hold executive board elections by the third week of classes and to hold a comprehensive training/retreat session by the end of September. The goal would be to create opportunities for the student leaders to bond but to also allow everyone to be effectively trained for this leadership position.

Facilities

Facilities, as an integral part of Housing & Residential Education, contributed in a number of ways to giving our residents a comfortable, healthy and secure environment. Custodial and maintenance staff are committed to working together as a team in assessing the needs of our residence halls on a daily basis and having work requests submitted by our residents completed in a timely manner.

Training
In order to enhance professional development, Facilities staff was given health and safety training on blood borne pathogens by the Department of Environmental Health and Safety. Additional Safety training on fire extinguisher usage and fire safety was given by members of the Fire Marshal's Office.

Custodial and maintenance staff also participated in a half day retreat where the HRE mission statement, along with its goals and values were discussed in relation to staff interactions and customer service for our students.

Selected maintenance staff attended a full day training session on door lock mechanism mechanics.

Sustainability Efforts
Facilities is also assisting in sustainability awareness on campus by working with the Residential Education green team by making paper recycling bins available within every residence hall and the HRE office.

The HRE Associate Director of Facilities has also become a member of the Student Affairs sustainability committee. At closing this year Facilities assisted the University Office of Sustainability by helping coordinate the collection of used furniture and other student donated personal property, to be recycled instead of going to the land fill.

Projects completed- 2007-2008

Master Keys
Each building in Shoreline was put on its own master key system. This means that if a master key gets lost it affects that building alone and cuts down on the time needed to change the locks and bring our security back up. With the Shoreline completion, all of the residence halls in Heritage Commons have a separate individual master system.

Automatic Locking Door Handles off of the Hallway
Door lock adjustments were made to every hallway door giving access to a student room, suite or apartment, insuring that once the door is closed it automatically locks. The only way to open the door is with a key. This eliminates the possibility of doors being left unlocked which improves resident security. Shoreline was not done to avoid children being locked out.

Projects completed- 2007-2008

Sprinkler Insulation
Insulation of exposed fire sprinkler water lines in the ceilings of certain apartments in Shoreline buildings 828,829,830. In past years during cold winter months some of these exposed water lines had frozen and then broken, flooding the apartment from the ceiling. The project was completed in December, 2007 and we had no problems with fire sprinkler water lines during the winter.

Wireless Internet
Wireless internet access points have been installed throughout all of Heritage Commons, giving our residents the option of hard wired or wireless internet access. This project has been completed it was a coordinated effort between HRE Facilities and IT staff and the University Department of Networking & Communications.

Apartment Washers and Dryers
Three Residential Education Coordinator apartments were remodeled to allow for the instillation of washers and dryers. The appliances have also been installed.

Peterson Heritage Center Conference Room Wall Panel Replacement
New fabric wall panels were installed in meeting rooms 1A and 1B in the Peterson Heritage Center. These are extremely high usage meeting rooms with food often being served. The old fabric had become stained and dirty after many years of use.

Exterior Lighting Controls
Exterior lighting controls on all buildings in Benchmark and Shoreline have been changed from problematic timers to photo cells to improve efficiency.

Projects Planned in 2007 Scheduled for Completion in 2008-2009

Exterior Swipe Card Access
Swipe card access added to all exterior stairwell doors in Chapel Glen, Gateway Heights and Sage Point. The object of this project is to give students additional convenient access and added security. Completion is scheduled for the end of September 2008.

Shuttle Stop Awning
Heritage Center shuttle stop awning constructed to give shelter from the elements. Facilities has given Campus Design & Construction the lead on this project. It has been a long process with much consideration given to cost, functionality and aesthetics. Ground breaking is finally scheduled for September, with completion in early October.

Hot Water Tank Replacement
Domestic hot water tank replacement in Chapel Glen, Gateway Heights and Sage Point. Due to corrosive leaks, five of our 400 gallon tanks have been replaced and two additional replacements scheduled over the Winter break.

Projects Planned in 2007 Scheduled for Completion in 2008-2009

Fire Extinguisher Alert System
Install sensors on all fire extinguishers in Chapel Glen, Gateway Heights and Sage Point. The electronic equipment installed will make a telephone call to University Police Dispatch, HRE Facilities and RES ED staff alerting them where and when a fire extinguisher has been removed from its case. Equipment has been purchased and the University Fire Marshal's Office will start instillation in September, with the completion date not yet determined.

Boiler Failure Alert System
Install Metasys system in boiler rooms in Chapel Glen and Gateway Heights. This electronic monitoring system will notify Facilities maintenance on call if a boiler in one of our buildings fails, insuring a timely response to the problem. Installation is scheduled for Fall 2008 and when completed Heritage Commons will have all its boiler rooms monitored by Metasys.

Elevator Ventilation
Improve ventilation in elevator mechanical rooms. During high usage times in Sage Point, Chapel Glen and Gateway Heights the elevator oil overheats and shuts down the elevators. Campus Design and Construction brought in an engineering firm to design a new ventilation system that should eliminate the problem. The project is scheduled to start this fall with no completion date set yet.

Heat Tape Above Entrances
Heat tape repair and upgrade on roofs and rain gutters of Benchmark 820 & 821. Heat tape failure last winter resulted in long icicles forming over entryways causing concern for the safety of our residence. This project will start in the fall and be completed before winter.

Carpet Replacement
Carpet replacement in hallways and stairwells and rooms where needed in Sage Point, Chapel Glen and Gateway Heights. Project to start in October or November and be ongoing until completion.

Bollard Repair
Repair sidewalk and lighting bollards as needed in Heritage Commons. This project is ongoing due to bollards being broken by snow removal equipment, trash pickup trucks and general wear and tear.

Mailroom Service Counter
Install roll-up doors and a wider counter in the Heritage center mailroom. This will provide better service and convenience to our students and improve working conditions for the mailroom staff. Start date in September and completion to be one week after the start date.

Information Technology

Phone Line Deactivation
A survey was conducted in October 2007 to determine the main type of phone service that residents use, as well as to quantify the usage of the supplied in-room phone lines. The survey results indicated that 90% of students used a cell phone as their primary phone, while only 8.5% of students used the phone line in their room. After conferring with RHA, the decision to deactivate all in-room phone lines (excluding Shoreline Ridge) was made and these lines were disconnected in May 2008. Telephones were added in common area spaces within the residence halls and apartments for emergency use.

Wireless Internet
While phone lines were being removed from residences, wireless networking was added to all buildings within Heritage Commons. The Office of Information Technology installed multiple wireless access points on each floor to ensure complete coverage of all living/common spaces within our buildings. The majority of the installation was done prior to summer conference use of the residence halls.

U-Card Upgrade
The transition to the newest version of Blackboard (UCard) was a major project this year. We worked with both the UCard office and StarRez to develop a new meal plan/ door access export/import to ensure that accurate data was exchanged between systems. This information controls the access that students have on their UCard—both to dine in the Heritage Center dining hall (and elsewhere on campus, where appropriate) and to grant physical access to residence halls. As the new system was programmed, individual door access plans were audited to verify the correct access.

Website
We continue to expand our website as both an informational and marketing tool. This year, we provided extensive information for students moving in, as well as expanded our scholarship housing (Officers Circle) information. In the upcoming year, we will transition our website to the standard University template to comply with the University branding initiative.

Star Rez User's Conference
The University of Utah was well-represented at the StarRez User Conference held in Baltimore. StarRez currently provides Housing & Residential Education's "Housing U" student portal for student room selection. Peggie Shultz (Manager, Resident Service) presented at the conference, demonstrating Utah's extensive use of the web portal functionality. Michael Walker (IT Manager) facilitated a roundtable discussion on information technology issues related to the StarRez product. Next year's conference (to be held July 2008) will be hosted at the University of Utah.

Coordinator of Diversity Education

Position Created

The end of the year saw the creation of a full-time Coordinator of Diversity Education Position. In early June, Alicia Morrell was hired to serve in this position.

Sample Programs

The following programs took place during the 2007-2008 school year:

<u>**Fall 2007**</u>

September 6	Information Session
September 13	Movie & Dialogue *"Freedom Writers"*
September 24	Panel Discussion
September 28	Utah NASPA Poster board Presentation
October 1	Diversity Dialogue Introduction
October 18	Race and Ethnicity *Diversity Dialogue*
October 23	Information Session
November 8	Sexual Orientation *Diversity Dialogue*
November 15	Social Construction of Gender *Diversity Dialogue*
November 29	Movie & Dialogue *"Mulan"*
November 30	Staff Development Retreat-Park City
December 4	Movie & Dialogue *"Pursuit of Happyness"*
December 6	Diversity Dialogue wrap up/Planning of Spring 2008 events

<u>**Spring 2008**</u>

January 24	Race and Ethnicity *Diversity Dialogue*
February 7	Sexual Orientation *Diversity Dialogue*
February 12	*Movie & Dialogue* "American Blackout"
February 26	*Movie & Dialogue* "Boys of Baraka"
February 28	Heterosexual Privilege *Diversity Dialogue*
March 6	Social Construction of Gender *Diversity Dialogue*
March 11	*Movie & Dialogue* "North Country"
March 25	Panel Discussion & Dialogue on Spirituality & Beliefs
March 27	Citizenship and Nationality *Diversity Dialogue*
April 10	World Religion Focus *Diversity Dialogue*
April 15	*Interview Presentations*
April 17	*Interview Presentation/*Diversity Dialogue "Unpacking the Hidden Messages in Family Guy Cartoons"

Assessment

Multicultural Organizational Assessment was completed during the 2006-2007 academic year and will be reviewed during the 2008-2009 year. This upcoming assessment will build on current information as well as advance HRE's understanding of student perspectives regarding diversity and intercultural issues.

Using the new Coordinator of Diversity Education's understanding of Milton Bennett's Developmental Model of Intercultural Communication, future assessment initiatives will include an assessment of the increases in intercultural competence as a result of the Student Leader social justice in-services.

Peer Diversity Dialogue Facilitators

Staff: As previously stated, the Coordinator of Diversity Education (CDE) is now a full time position within Housing and Residential Education with Alicia Morrell serving in that capacity. The CDE office is located in the Chase M. Peterson Heritage Center, and is open daily from 10am to 6pm (Monday thru Thursday) and 8am to 4pm (Friday).

The following named persons are Peer Diversity Dialogue Facilitators for the 2008-2009 school year:

Liberty Afeaki
Andrea Medina
Brittany Raymond
Christine Sembrano
Irving Torres

ACCOUNTING

Tracking Student Organization Accounts
Residence Halls Association (RHA) and Shoreline Community Council (SCC) Accounts: A spreadsheet was developed for ease of tracking and reporting RHA and SCC accounting.

Accounting Calendar
Accounting Calendar: An accounting calendar for processing accounting functions including, but not limited to, Notices to Pay or Quit, evictions, reports, collections, and billing student accounts.

Collections
Collections: The Accounting Area facilitated the recovery of $10,482 in accounts previously written off.

Service Delivery
- The Accounting Department works closely with other departments on campus to ensure scholarships and financial aid provided to the students for housing costs is distributed and accounted for properly.
- This department is responsible for collection of monies owed to the department. These duties include collection on delinquent accounts. The department has lengthened its stride in its collection efforts to ensure timely distribution of financial material to the students in an effort to inform them of their obligations. Notices to Pay or Quit have been provided more timely. The in-house payment plan is more carefully monitored and delinquent accounts are being sent to a collection agency.
- The Accounts Receivable accounts were reconciled monthly. This is the reconciliation between PeopleSoft (01-4902-06475-15300) and StarRez, the subsidiary ledger containing all the details of the students' accounts with Housing.

Staff
- Bob Knudsen, Accounting Clerk, was elevated to a 30 hour/week position. Bob works directly with the RHA and SCC accounting.

Bottom Line
This is the first year the Housing & Residential Education turned a profit at the end of the year before the conference profits were added to the bottom line.

Central Office

Occupancy Management
During the 2008 Academic Year application process, building classifications were modified to better meet the needs of students applying for housing.

Graduate Student Housing
Graduate students, who were previously allowed to live in Sage Point, Benchmark Plaza, Shoreline Ridge and designated Officer's Circle hours, were no longer able to reserve spaces in Sage Point or Benchmark Plaza. Graduate students that had made reservations earlier in the application process were asked to change their reservation to Shoreline Ridge with an incentive of a free month's rent. Those that did not want to move, were able to stay in the space they reserved, but the 2009 Academic Year application will not allow them to select a room in Sage Point or Benchmark Plaza.

Benchmark Plaza Requirements Change
In addition to the change for Graduate students, the requirements to live in Benchmark Plaza changed. Previously, students were eligible for Benchmark Plaza only after they had completed 60 credit hours. This was changed so that students who were classified as sophomore, juniors, or seniors were eligible to live in Benchmark Plaza.

Shoreline Ridge Housing Occupancy Adjustments
The other major changes in building classification happened in Shoreline Ridge. Individuals in apartment rentals in buildings outside of 825 and 826 were asked to relocate to vacant apartments in 825 and 826 with a free month's rent and moving assistance as incentive. None of the apartment rental occupants took us up on this offer. Because of the lack of response, the vacant 2 bedroom apartment rentals were converted into 2 bedroom graduate spaces. Building 830 was also opened up to undergraduate students.

Information List / Wait List
During the 2008 summer HRE utilized an information list and wait list, similar to the lists used in 2006 and 2007. The 2008 information list began in April when there were no available spaces for upper-class females. As other spaces filled up, the other student classifications began adding to the information list. The information list was set up to be an email list that would notify students when additional spaces had become available. The ability to send these emails was limited by the limited number of spaces to give out.

One June 20, 2008, the information list was converted into the wait list. As spaces that were previously held for athletes and scholarship students opened up and students cancelled their reservations, offers were made to individuals on the wait list for them to reserve a space.

Wait List, continued

During the summer, we began using a wait list profile in our database, which allowed us to give permission to specific individuals to see rooms that had opened up for the wait list. Instead of making the back and forth phone calls, we were able to send an email with instructions about how to reserve a room online and made a courtesy call to let them know they had an email with information regarding reserving a room. This dramatically cut down on the time the central office staff spent on phone calls.

StarRez Implementation

During the 2008 StarRez Users Conference, StarRez unveiled the newest version of their software. The newest version is more user friendly and provides multiple features to assist in occupancy management. After reviewing the updated software with key individuals in the department, HRE will be upgrading to the new software during the Fall 2008 semester.

Instead of just upgrading to the new software, we plan to view the upgrade as a new implementation. This means that we will be reviewing our current business rules and modifying these for the changing needs of our students and facilities. These business rules include: timeline, steps, rules of the applications process, contract/lease agreements, policies and procedures, etc.

One of our hopes in this upgrade process is to include Shoreline Ridge as part of the online application system. When first implementing StarRez, the Shoreline Ridge apartments were not able to be online. As such, Shoreline Ridge is still managed by a paper application and manual assignments process.

Another key function that we will be looking at is the wait list feature that StarRez has. During the second half of the summer, the office staff spends a lot of time managing the wait list. With the changes we implemented for the 2008 Academic Year application process, we cut this time significantly, but we would like to see what else the software could do for us.

<u>Keys in HRE</u>

In the summer of 2007, the management of keys was moved from the PHC front desk to HRE. With this move came greater responsibility for HRE staff. The Central Office staff began issuing lock-outs during the day, the RAs were responsible for lock-outs after 5:00 PM, and the ResEd Area Duty staff member was responsible for new key issues or loaner keys that happened after hours.

With RAs and Area Duty having new responsibilities, came additional compensation. This compensation was processed by the Central Office staff and then was submitted to the Associate Director for approval prior to compensation.

Having the keys in HRE has allowed for greater control of key management. Although there were some snags that were worked through, having the keys in HRE has been beneficial. The processes and procedures for keys will continue to evolve and become more efficient in future years.

Additional Staff
In May 2008, Kacie Pecor was hired as a part-time Project Coordinator. Kacie supervised the Summer Hosts and assisted with the planning of opening the residence halls in August. Kacie performed the regular duties of the Housing Specialists as well. In August, Kacie will become a full-time Housing Specialist.

Danny Fuhriman, who was a Resident Advisor and Student Host during the summer, picked up additional hours in the office to help with the increased volume of phone calls and visitors to the office. In August, Danny will become a .75 full time employee as a Housing Specialist. One of his main responsibilities will be key management.

U-Night Yield Guide
U-Nights are overnight prospective programs run in collaboration between Student Recruitment & High School Services and Housing & Residential Education. Eight to ten nights with specific events are set aside each semester for prospective students to learn about the campus and what it might be like to attend the U and live on campus. Guests attend the event with the student hosts as a group, stay with the student hosts in their room, and eat in the Peterson Heritage Center dining room.

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Guest Enrollment Information

	Number of U-Night guests	Admitted	%	Enrolled	%	Number of Enrolled that Lived on Campus the Following Fall Semester	%
2007-08							
2006-07	154	121	78.6%	74	48.1%	52	70.3%
2005-06	176	125	71.0%	78	44.3%	60	76.9%

Guests Attended from the Following States

States	2007-08	2006-07	2005-06
AL			1
AZ			1
CA		5	8
CO		1	2
CT		2	1
GA		1	
ID		4	8
IL		1	3
MA		1	
MN			1
MI		1	
NE			1
NM		2	2
NV		3	2
NY		2	1
OH		1	
OR		2	
TN			1
TX			1
UT		127	142
WA			1
WY		1	
Total		154	176

		2006-07	2005-06
Total in state		82.5%	80.7%
Total out of state		17.5%	19.3%

Sex of Guests

Sex	2007-08	2006-07	2005-06
Female		98	109
Male		56	67
Total		154	176

Residential Education—Benchmark Plaza Apartments

Apartment style living environment in the Benchmark Plaza area can be difficult in terms of programming efforts. Therefore, from day one at training the RA's were strongly encouraged to break from the pre-conceptions of what programming can look like and create their own reputation. The RA's brainstormed before the residents had arrived on what they wanted to accomplish with programming, and outlined a plan to achieve this goal. The intention was to have one area-wide program per month in which each RA contributed, typically a mission-based program. By focusing energy early on into these programs, the RA's took them seriously and they all had impressive turn0ut.

Once results from surveys were in, from mid-semester, feedback was given that residents enjoy the area-wide programs, and also desire floor-only programs to create that smaller community feeling. Therefore RA's were required to make at least one program a month be a floor-only event.

Benchmark residents are a diverse group with many international residents; therefore programming that incorporated cultural learning and exchange were highly successful, such as a sushi night and a Thanksgiving dinner.

It turned to be very effective to focus time and energy on Area Council programming in addition to RA programming. This group brought new and creative ideas to the board, and with some guidance and support they carried out many successful programs as well. This in part was due to the initiative and the hard work of the core area-council members that were committed to their residents.

Sample program:

Love, Lust & Lube (voted as the 2007-2008 Program of the Year)
In December area council organized a very successful program that focused on increasing awareness and knowledge of sexually transmitted illnesses, as well as other educational information about sexual interactions for residents. Rachel Crane from the Student Health Advisory Committee was invited up, and in collaboration with the area council organized games and activities to educate students. Condoms and informational pamphlets were made available, as well as snacks and drinks. This was very well received, with over 100 residents attending. There was a question and answer component lead by Rachel Crane, and also fun games with prizes. Area council funded the food and some of the supplies, and SHAC provided the condoms and information pamphlets.

Residential Education—Chapel Glen

For 2008-2009 the Academic Mentor program will be extended to Chapel Glen as this area is now 100% first year students. There will be one Academic Mentor assigned per building.

The Student Host program will also be expanded to include two first year students. The intent behind this is to create leadership opportunities for incoming students . The first year students can assist guests in the HRE office, on tour, or on a U-Night in talking about their school selection and initial transition to the University. Guests who attended a U-Night the previous year will be targeted to apply for the first year student positions.

The rate of student conduct issues was very high, especially with regards to vandalism of the exit signs and fire extinguishers being shot off in the hallways. For 2008-2009 the fire extinguishers will be connected to an automated alert system that will call the area duty phone when a fire extinguisher has been removed in hopes of being able to respond to the incident while still in progress.

Living Learning Floors

Honors Living Learning floor and Honors floor

During the late Spring Honors floor selection process, the Honors College had a number of Honors students who wanted to live in Honors housing, but could not fit the Honors Cornerstone class in their schedule.   (The cornerstone class is a requirement of living on the Living Learning floor). At the same time, Honors had more than enough qualified applicants to fill the floor and to start a second floor. It was decided that the Honors second floor would be for individuals who wanted to be involved with Honors but could not take the Cornerstone class, as well as those who were overflow from the third floor. This effort allowed for a greater level of flexibility in filling both floors.

It is important to note that the drop-out rate on the floor is high, these students typically do not attend the University of Utah at all. Planning for this drop out rate is important in order to fill the floor at maximum occupancy.

Sample Program:

Flames, Games, and Smores - this had a different twist than in the past. We asked the fire department to come up and the residents got to shoot down Frisbees with the fire hose and get in the fire truck. This was a joint effort with the RAs The contact person was Mike Halligan in Environment Health and Safety. It was a great BBQ, would totally do this again.

Residential Education—Gateway Heights

This year there not many incidents of student conduct, but there were two very serious events: a sexual assault and a completed suicide (off-campus). The two incidents created bookends for the spring semester, one happening in January and the other in April.

Living Learning Floor

When the partnership with LEAP began, the halls did not fill as quickly as they are now. At that time, students could attend Orientation, sign up for LEAP, and then sign up for a room in Gateway Heights. LEAP students were encouraged to live in Gateway Heights as a coupling to the First-Year Focus program already present in Gateway.

Since Gateway Heights is now primarily full before Orientation, before students sign up for LEAP– this piece to the partnership is no longer relevant.

There is still a loose connection with LEAP and the Peer Advisors. This is helped by sharing student leaders (Peer Advisors who are also Resident Advisors).

Sample Programs:

- Halloween costume party/dance/fundraiser for UNICEF (October)

- Finals "Back To Kindergarten" party (December)

- Valentine's day Crush/Flower sale fundraiser for community food bank (February)

- Laser tag at LaserQuest (March)

- "Final Frolic" BBQ and live band – with Chapel Glen Area Council

Residential Education—Sage Point

This year there were Residential Education staffing changes that affected this area, namely Residential Education Coordinator Jay Wilgus was hired as the Assistant Director in the Dean of Students office. Michael Payne transitioned over from Shoreline Ridge to cover Sage Point as well as Shoreline Ridge. An Assistant Residential Education Coordinator accepted another position that had an earlier start date than closing of the halls, so the area was shorthanded at the end of the year.

Living Learning Floors

Engineering Floor
Highlights for the year include the Sage Point Halloween Floor Decorating contest, monthly departmental lunches (with faculty/staff/members of the engineering department), and the RA's initiative and drive to get things for her floor (proposing to RHA to get extra funds for a foosball table for the floor).

Go Global
The programming provided his floor was not inclusive to the nature it needed to be–focusing primarily on the Christian Religion. There was a change in floor leadership near the end of the year.

Outdoor Leadership
The RA took the floor over at the winter break and did an amazing job in all aspects of the floor. She coordinated several outdoor activities to involve the residents; snowshoeing, skiing, stargazing, recycling initiatives, etc. She has worked to instill a tight-knit community atmosphere on her floor. She did done an excellent job developing strong ties with Outdoor Recreation Program and was able to attend an outdoor leadership conference.

Leadership in Service
The RA has been extremely involved in bring service and leadership activities and opportunities to her community. She has encouraged service events (volunteering on lower campus/Crimson Nights, etc.), food drives for local food banks, cultivating relationships with representatives from local and state government. She also brought a new interest and relationship with ASUU to her floor.

Sample Program:
Sage Point Area Council was awarded the best social program for 2007-2008, called The Sage Rage; a Guitar Hero II and ping-pong tournament. This was an event that had a huge turnout; wireless guitars were handed out to the winners of the video game tournament.

Residential Education—Officers Circle

The living learning environment in the Officers Circle houses proves to aid in quickly building a tight community and offering an abundance of programming opportunities. With this small ratio of students to staff, the OC Resident Advisors were able to make strong connections and incorporate the University's mission statement into programming efforts by hosting weekly dinners where often times a faculty member was present.

Living Learning Floors
606– Second Year Honors Experience House

The second year honors house holds an Honors floor Reunion each year and invites residents from the honors floor the previous year to come to dinner and tour the house. In addition, 606 hosts a Living Learning Floor Open house where students interested in living in the house in future years come to tour and ask questions to current residents. This is a time when the department contact, Mary Watkins gets involved and comes to dinner. Homecoming is an event that this house historically strongly supports; placing in the top three houses recognized for the last three years in the all-campus judging. Area Council funds were spent to buy decoration supplies. Last year 606 designated a new tradition of attending various plays in Salt Lake City and Ogden and named the event, "Play Hopping". Community service was also a regular event for the house including, outdoor yard work and tutoring local children. These efforts used contacts from the Bennion Center.

607 Emma Eccles Jones Fine Arts House

The fine arts house invited faculty/staff to dinner on more than one occasion. Department contacts who visited the house include: Brent Schneider: Assistant Dean; Jerry Gardner: Theatre; Eric Handman: Modern Dance; Kevin Hansen: Film; Mark Ely: Music. Brent Schneider acted as the contact during this academic year because the original department contact was away on sabbatical. Assistant Dean, Schneider is currently working with the returning RA, Lance Major, and the department to make significant improvements to the house in order to increase the competition and interest level among potential residents. The residents in this house are extremely busy because they each have classes that take up much time during the week but are only worth 1 credit, i.e. private lessons, etc. Biweekly game nights, attending each other's performances, attending local professional arts in SLC (such as the Sundance Film Festival, Ballet West, etc.) were successful programs. Often times, residents in the house would collaborate on fine arts projects

608 S. J. Quinney Law House

The undergraduate experience, verses those in law school proved to be challenging for residents to feel a commonality as far as academics, however, this house ate dinner together every night in the dining hall at the same table all year. Study sessions and professor dinners were common in 608

609 First Security Business House

The business house kicked off the fall with a traditional "Neighborhood Block Party" which the department paid for and all contacts and professors were invited. Each OC RA helped plan this event and Famous Dave's catered, music, played and activities followed a Western theme. There were many international residents living in 609 this year and these individuals chose to take an active role in cooking food from their countries and creating open dialogue about their culture. The RA in this house was particularly strong with her programming and presented frequent birthday parties, dinners, game nights, dessert nights, ping pong tournaments, etc.

610 Poulson Honors House

This space was a particularly strong programming community. Although due to staff transitions mid-year, these housemates had a difficult time, for the most part, this house was the strongest in terms of creating new and exciting programs and developing traditions. 610 was also great at incorporating the help and participation from other houses. For instance, in the fall they hosted a crepe night, during which they went from house to house gathering folks for crepes. Around 64 residents participated and the event was a hit.

611 Kennecott House

The following professors and visiting professors participated in house events: Patrick Tresco, Associate Dean of the College of Engineering; Robert Hitchcock, Professor, Dept. of Bioengineering; Larry Zeng, Professor, Dept. of Bioengineering; Patrick Kiser, Professor, Dept. of Bioengineering; Steven Poelzing, Professor, Dept. of Bioengineering; Greg Clark, Professor, Dept. of Bioengineering; Michael Moats, Professor, Dept. of Metallurgical Engineering. Clearly, this house exceeds expectation when it comes to department involvement. Strong programs include: Welcome House Dinner: The first dinner of the year, each resident invites their parents to the house for a BBQ. All the parents get to meet each other and get a tour of the house. Closing House Dinner: The last dinner of the year, each resident, once again, invites up their parents to the house. All the parents and residents get to have a dinner to celebrate a 'year well done'. Spring Planting: Each spring, the residents work together to plant flowers and other plants in front of the house. Dinners with faculty: Students meet faculty, enjoy dinner, and discuss topics such as 1) how to get into research, 2) how to get into graduate school, or, 3) careers in science. This event is very casual and lots of fun. Each resident takes a month where they invite a faculty member(s) from their department to eat dinner with the house. Residents help cook meals and prepare the Kennecott house for their guests. Milkshake Mondays, Pancake Sundays were another weekly tradition for this house

612 O.C. Tanner Humanities House
The contact for this house, Liz Leckie, is extremely helpful and involved. Liz attends their first house meeting and goes over her own set of expectations, which really support our community standards. She is a great resource and likes to be kept in the loop of any issues going on in the house. She also helps the house with traditions such as a house photo, dinners, and events with the Dean. In addition, this house went "Ghost Hunting" downtown in October, held regular Muffins for Birthday celebrations, guitar hero face-offs, and movie nights.

613 Crocker Science House
The Science house has a great relationship with their department. Many faculty and guest faculty come by the house, donate things to the house, and come over for dinner including: College of Science Prof. Dean Pierre V. Sokolsky; College of Science Associate Dean Prof. Peter Trombi ;College of Science Dean's Office Staff Larry R. Dalton, Chemistry, University of Washington, Seattle Orest Symko, Physics, U of U, Salt Lake City;Marcia K. McNutt, President, Monterey Bay Aquarium Research Institute; Neil Shubin, Biology, University of Chicago.

In addition, this house participates in the following traditions:

- Science at Breakfast Lecture Series: Each year, the College of Science sponsors four Science at Breakfast lectures. Attendance for Science at Breakfast lectures is by invitation from the Dean of the College of Science. Three Crocker Scholars have the opportunity to attend each lecture (rotating so each Scholar has a chance to attend a lecture). The students enjoy a buffet breakfast at the Little America Hotel, fascinating lectures, and see leaders of science industry firms interact with scientists as they learn about cutting-edge scientific research.
- Lunch with the Dean: Crocker Science scholars have the opportunity to have lunch with the Dean of the College of Science at the Crimson View.
- Frontiers of Science Lecture Series: Crocker Scholars are encouraged to attend the Frontiers of Science lectures hosted by the College of Science. Meals with Distinguished Scientists: When possible, the College of Science schedules a social event to allow Crocker Scholars have the opportunity to meet and visit with the prominent scientist(s) presenting at the Frontiers of Science Lecture Series and Intel Corporation Lectures. For the social event, the Crocker Science House students host a breakfast or dinner.
- Spring Planting: Students plant flowers and vegetables around the house.
- Open House: Every other year, Gary and Ann Crocker, as well as new students/faculty, are invited to visit the house and get to know the Crocker Science Scholars.
- Dinners and Meetings with Faculty: Faculty meet and have dinner with Crocker Science Scholars to discuss 1) how to get involved in research, 2) how to get into graduate school, or, 3) careers in science, and just to have an enjoyable time. These dinners and meetings are very casual and lots of fun.

614 Bennion Center Service House

Curt Larson is the contact for this house and does an amazing job. Out of all of the houses, when applying to live in 614 residents have to agree to attend a house meeting every other week. During this meeting they plan events and address any issues that may arise. Residents prepare house dinners for each other week as well. This structure really helps the RA be successful. The Service House heads up the strongest Officers Circle tradition. Involving community partners, residence halls, and other houses, Officers Hollow House residents choose themes for their House, decorate, dress up, meet and greet (or scare) the children and hand out candy during the fall semester. Tradition does not require that each house participate, in fact, many years the only activities have been on the grassy area, which cuts down on cost and liability.

Each April, several fourth grade classes visit Red Butte gardens for University student led tours, and then descend on the Officers Circle front lawn for a variety of environmentally-focused activities. This fun event is called EarthFest. Residents of the Service House also participate in weekly recycling collections for Officers Circle. Students also participate in monthly service projects serving their University of Utah campus and the surrounding areas. The Service House is also home to The Bennion Center's Orangeband Committee's Film Series shown once a month.

615 Diversity House

The Diversity House was created as a pilot program to provide a living learning community for students interested in creating open dialogue about social justice issues. Twelve students were selected to live in the house. These students were charged with the responsibility to create a vision and mission for the house as well as initiate programming efforts. Here is that vision: Foster a safe space… where individuals can be authentic and feel safer to be who they are; Promote the educational, cultural, and social empowerment of the members within the house and throughout the community; Enable individuals to progress, thrive and success without barriers; Actively engage in topics and issues surrounding Social Justice and Change; Encourage unity through the participation and facilitation of dialogue; Embrace, honor and celebrate each others experience and truths; Each of us brings a unique and valuable perspective that is essential to the growth of the house. In the end, we hope to enrich our selves, the campus and the community through a commitment to Diversity and Social Justice.

This year first year students will be allowed to live in the house, which will bring benefits and challenges. It is recommended that the AREC for this area, along with the advisory board show a strong presence at the beginning of the year in order to identify expectations that residents have of these individuals and vice versa.

Remaining Officers Circle funds were used to purchase rugs, art, coffee table, floor cushions, and plants for the house in order to create an welcoming atmosphere conducive to dialogue.

Staffing Changes

The 2007-2008 academic year had a central theme– staff selection. Following are changes within the department over the past year:

Leadership Team Changes
Director of Housing & Residential Education
Jerry Basford, Associate Vice-President for Student Affairs served as the interim Director for the year through a failed search and re-search for the Director. Barb Remsburg was selected as the Director, transitioning the Associate Director– Residential Education position to Charles Holmes-Hope.

Associate Director—Facilities
Frank Sitton was selected as the Associate Director, he previously served as the Maintenance Staff Supervisor.

Central Office Manager
Katie Eskelson was selected as the Manager in September 2007, where she previously served as a coach and high school educator. In May 2008, Katie was selected for the Highland High School Athletic Director position.

Assistant Director– Central Office
The Central Office Manager position was revamped to include previous held responsibilities including Marketing and the Student Host program. The position was reclassified as an Assistant Director position. This position also serves as support to the on-call area Residential Education staff. Michael Payne was selected for this position where he previously served as the Residential Education Coordinator for Sage Point & Shoreline Ridge.

Coordinator of Leadership Development, Selection, and Training
This position was created in order to better serve the students, especially the Residence Hall Association and the National Residence Hall Honorary in having a dedicated advisor. This position is also responsible for coordinating the department training program. The coordinator also creates the framework to departmental selection processes for 90 student staff positions and 70 full and part time department positions.

Coordinator of Diversity Education
Wazir Jefferson left the Coordinator of Diversity Education position in lieu for a department graduate assistantship. Given the scope and potential for this position within the department and the division, the position was changed to be a full-time position. Part of the time for this person would be to assist the division in diversity and social justice work outreach.

Staffing Changes, continued

Administrative Assistant
Denise Brenes was hired as an Assistant Residential Education Coordinator for Chapel Glen, leaving her previous position as Administrative Assistant to the Associate Director of Residential Education and the Director. Teresa Grandy was hired to serve in this role. The role responsibilities were increased and detailed to include organizing the Living Learning floor selection and reservation process.

Staffing Coordinator
Ruth Hunter's reporting line was changed to report to the Director of Housing & Residential Education.

Supervisory Staff Changes:
Maintenance Supervisor
Chris Petrogeorge was selected as the maintenance mechanic to fill Frank Sitton's vacancy. Chris previously served as a maintenance mechanic.

Sage Point Residential Education Coordinator
Jay Wilgus served as the Residential Education Coordinator during the Fall 2007 semester. He was then hired to serve as the Assistant Director in the Dean of Students Office. Lindy Nielsen was promoted to interim Residential Education Coordinator to assist in helping to cover the workload in Benchmark Plaza so that Michael Payne could take over as the Residential Education Coordinator for Sage Point. When Michael transitioned to the Assistant Director position, Leah Willis was hired to serve as the Residential Education Coordinator for Sage Point.

Chapel Glen & Gateway Heights Residential Education Coordinator
Angela Shewan was hired to replace April Stevenson (who took an Assistant Director position at New Mexico State University).

Benchmark Plaza & Shoreline Ridge Residential Education Coordinator
Lindy Nielsen was hired to remain on as the Residential Education Coordinator for Benchmark Plaza & Shoreline Ridge.

Sage Point Assistant Residential Education Coordinator
Amanda Morley was selected to fill one of two positions in Sage Point. Justin Reuter was selected as the second Assistant Residential Education Coordinator for this area.

Gateway Heights Assistant Residential Education Coordinator
Kari Dockendorff was selected for the Gateway Heights position.

The following Assistant Residential Education Coordinators who remained in the position but were reassigned for the academic year include:
Meredith Larrabee– Officers Circle
Kary Bredenberg– Benchmark Plaza

QUICK GLANCE- 2007
Live the Life. Live on Campus.

Residents FROM the state of Utah: 54.8% N= 1195   (2006- 56%) (2005-51.8%), (2004- 47.7%)

	Top cities	2007 % of in-state pop.	2007 count	2007 % of total pop.	2006 % of in-state pop.	Increase/decrease from 2006 to '07
1	Salt Lake City	*22.51 %*	269	12.33 %	*29.1 %*	- 6.59 % *
2	Sandy	*8.12*	97	4.45	*7.8*	+ .32
3	Park City	*6.86*	82	3.76	*7.5*	- .64
4	Ogden	*5.02*	60	2.75	*5.4*	- .38
Greater SLC Valley		*73*	873	40	*75*	- 2
The Greater Salt Lake City Valley is defined as the diamond of Ogden to Park City to Draper to Magna.						

* The "permanent" or "home" address was checked for all residents who had Salt Lake City as their mailing address because many of them had changed their mailing address to their Heritage Center box number.

Residents from OUTSIDE the state of Utah: 28% (N= 611)
(2006- 32.1%) (2005- 33.9%) (2004- 36.0%), 44 states represented plus Puerto Rico, America Samoa, Philippines

	Top states	2007 % of out-of-state pop.	2007 count	2007 % of total pop.	2006 % of out-of-state pop.	Increase/decrease from 2006 to '07
1	California	*16.72 %*	102	5.65 %	*19.8 %*	- 3.08 %
2	Idaho	*8.2*	50	2.77	*8.6*	- .4
3	Nevada	*6.39*	39	2.16	*1.08*	+ 5.31
4	Colorado	*6.07*	37	2.05	*5.6*	+ .47
4	Texas	*6.07*	37	2.05	*5.2*	+ .87

Residents from OUTSIDE the United States: 17.2% (N=375)
(2006- 16.8%) (2005- 14.4%) (2004- 16.0%), 55 countries represented

	Top countries	2007 % of internatl. pop	2007 count	2007 % of total pop.	2006 % of internatl. pop.	Increase/decrease from 2006 to '07
1	Korea, Republic of	*22.7 %*	85	3.9 %	*19.3 %*	+ 3.4 %
2	China (PRC)	*16*	60	2.75	*15.8*	+ .2
3	Japan	*13.3*	50	2.29	*11.5*	+ 1.8
4	Taiwan, Republic of China	*8.27*	31	1.42	*9.4*	- 1.13

Other data   *(+/- change from 2006)*

Age	Oldest resident was born in 1922		Youngest resident was born in 1990		
Career N/A= .18	86.1% Undergraduate (- .39)	8.8% Graduate (- .54)	.69% Law (+ .19)	1.1% Medical (- .3)	3.2% Non-Credit (+ .86)
Undergraduate Breakdown	52.9% FR (- 2.9)	19.4% SO (+ 2.3)	13.6% JR (+ .77)	14.1% SR (+ .93)	
Gender	49.7% Female (+.02)		50.3% Male (-.03)		
Returning SP 07 residents	31.7% *simple percentage of SP 07 residents who returned for FA 06, classes not tracked as a (+ 5.7%) cohort.				
Student Athletes	4.5% (-.08%)				

| **USA Ethnicity** | 23.3% Not specified (+.17.65) Includes the 375 international students who were previously not excluded from the columns to the right. | .6% American Indian/ Alaskan Native (- .8) | 5.73% Asian/ Pacific Islander (- 2.1) | 2.6% Black/ African American (+ .17) | 4.9% Hispanic, Latino, Mexican, Chicano (- .4) | 1.1% Native Hawaiian/ Other Pacific Islander (+ .05) | 61.9% White (- 14.2) |

* Total N= 2181, demographic data obtained after final occupancy count for Fall 2007. Data not for publishing.
** Self reported data drawn from Peoplesoft and from Star Rez Housing Management system.   ***9/11/07***

SUMMARY

Occupancy Report

Sellable Spaces

WEEK #15	- Fall Semester					
10/14/07	Total Number of Beds	F	M	Occupied Spaces	# Not Occupied	% Occupancy
Apts						
2 Bedroom Apt - BM beds	28	12	16	28	0	100.0%
3 Bedroom Apt - BM beds	82	49	33	82	0	100.0%
4 Bedroom Apt - BM beds	188	94	92	186	2	98.9%
2 Bedroom Apt - SL beds	11	3	5	8	3	72.7%
3 Bedroom Apt - SL beds	141	57	74	131	10	92.9%
4 Bedroom Apt - SL beds	44	26	17	43	1	97.7%
Family 2 bedroom apts	66	12	51	63	3	95.5%
Family 3 bed apts	9	3	6	9	0	100.0%
Res Halls						
Double (per bed)	888	420	450	870	18	98.0%
Double Deluxe (per bed)	36	10	24	36	0	100.0%
Single (per bed)	248	118	127	245	3	98.8%
Single Deluxe (per bed)	316	173	139	313	3	99.1%
Super Double (per bed)	10	6	3	9	1	90.0%
Super Single (per bed)	22	3	12	15	7	68.2%
Super Triple (per bed)*	0	0	0	0	0	0.0%
Officers Circle						
Double Deluxe (per bed)	80	41	31	72	8	90.0%
Single Deluxe (per bed)	31	15	16	31	0	100.0%
Total	2,199			2,140	59	97.3%
*No Longer exists as a Room Type						
# One bed in a 2 bedroom apartment is staff.						
Beds not available to sell						
RAs	52					
Staff	6					
Inactive	27					
Sellable Beds	2,199					
Total Beds	2,284					
Staff in Residence Hall Buildings	6					
Existing beds	2,290					

Occupancy Report

Sellable Spaces

WEEK #29	- Spring Semester						
1/24/2008	Total Number of Beds	F	M	Non-Gender	Occupied Spaces	# Not Occupied	% Occupancy
Apts							
2 Bedroom Apt - BM beds	28	12	16		28	0	100.0%
3 Bedroom Apt - BM beds	82	47	33		80	2	97.6%
4 Bedroom Apt - BM beds	188	90	91		181	7	96.3%
2 Bedroom Apt - SL beds	11	2	5		7	4	63.6%
3 Bedroom Apt - SL beds	144	63	77	1	140	4	97.2%
4 Bedroom Apt - SL beds	44	27	16		43	1	97.7%
Family 2 bedroom apts	66	12	52		64	2	97.0%
Family 3 bed apts	9	3	6		9	0	100.0%
Sub-Total	572				552	20	96.5%
Res Halls							
Double (per bed)	888	380	440		820	68	92.3%
Double Deluxe (per bed)	36	12	23		35	1	97.2%
Single (per bed)	248	118	125		243	5	98.0%
Single Deluxe (per bed)	316	161	134		295	21	93.4%
Super Double (per bed)	10	4	4		8	2	80.0%
Super Single (per bed)	22	3	13		16	6	72.7%
Super Triple (per bed)*	0	0	0		0	0	0.0%
Officers Circle							
Double Deluxe (per bed)	80	42	32		74	6	92.5%
Single Deluxe (per bed)	30	14	14		28	2	93.3%
Single (per bed)	1	0	1		1	0	100%
Sub-Total	1631				1,520	111	
Total	2,203				2,072	131	94.1%
*No Longer exists as a Room Type							
Beds not available to sell							
	2,203						
RAs	52						
Staff	11						
Inactive	28						
Total Beds	2,294						
Staff in Residence Hall Buildings	6						
Existing beds	2,300						

HRE Learning Outcomes

Through living in the Residence Halls…

LEARNING OUTCOMES	2006 5 point scale	2007 4 point scale
Please indicate your level of agreement with the following statements:		
Through living in the residence halls . . .: I have been able to meet many people and have developed a social group.	3.83 76.6%	3.06 76.5%
Through living in the residence halls . . .: I have learned to live cooperatively with others.	4.17 **83.4%**	3.39 **84.8%**
Through living in the residence halls . . .: I have accessed campus resources that help me be academically successful.	4.02 80.4%	3.19 79.8%
Through living in the residence halls…: I feel like I am getting the "college experience" that I anticipated.	3.88 77%	3.16 79%

* The 2008-2009 survey will utilize a 4 point scale.
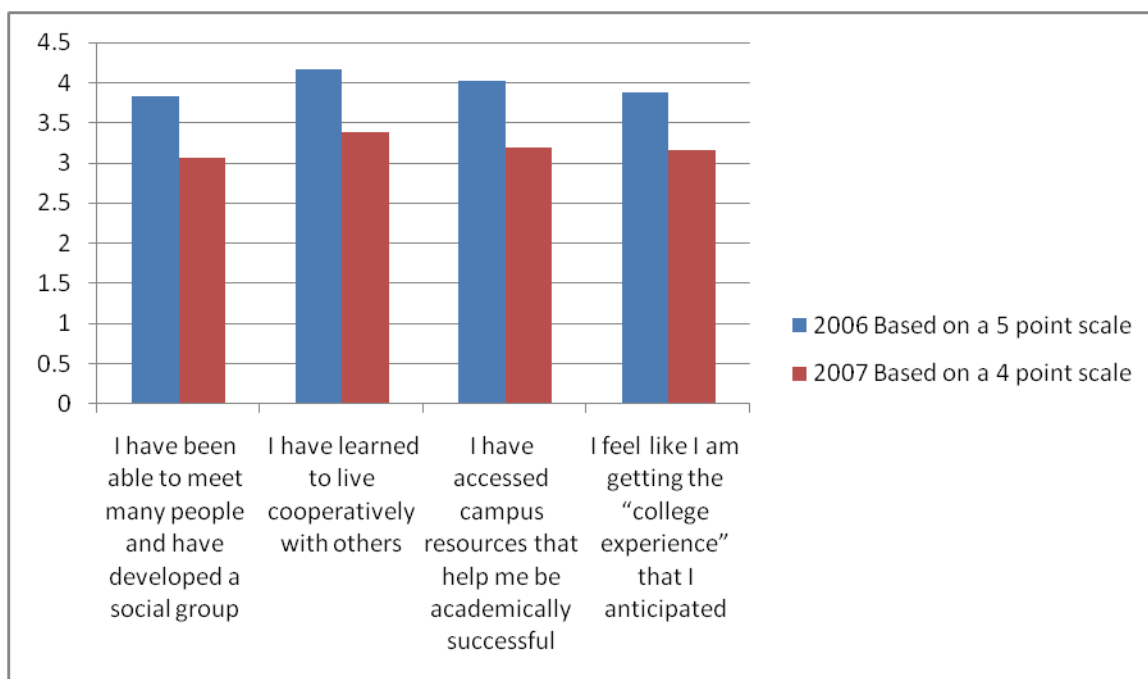
Clery Report 2007															
Housing & Residential Education	Numbers reflect residence hall incidents separate from those reported by UPD that occurred in the residence halls.														
	Arson	Criminal Homicide-manslaughter by negligence	Criminal Homicide-Murder and nonnegligent manslaughter	Robbery	Aggravated Assault	Burglary	Motor Vehicle Theft	Weapon Law Violations	Alcohol Law Violations	Alcohol Law Referral	Drug Law Violations	Drug Referrals	Sex Offenses-Forcible	Sex Offenses-nonforcible
1/1/2007 to 12/31/2007					1	23		1		163		22		
Res Hall Total- non-duplicated					0	4		1		163		22		
UPD arrests/counts					1	19		0		0	1	0		

2007 Incidents by Area- PAVE
of people involved in incidents by date

Bldg #	Area	7/1-8/20	8/28	9/4	9/11	9/18	9/25	10/2	10/9	10/16	10/23	10/30	11/6	11/13	11/20	11/27	12/4	12/11	12/18	12/31	FA 07 Total	1/8/08	1/15/08	1/22/08	1/29/08	2/5/08	2/12/08	2/19/08	2/26/08	3/4/08	3/11/08	3/18/08	3/25/08	4/1/08	4/8/08	4/15/08	4/22/08	4/29/08	SP 08 Total	Academic Year Grand	SU 08	Total FY
606	Officer's Circle				1																1																		0	1	1	2
607	Officer's Circle																				0																		0	0		0
608	Officer's Circle																				0																		0	0		0
609	Officer's Circle																				0																		0	0		0
610	Officer's Circle																				0																		0	0		0
611	Officer's Circle							1											1		2	1			1														2	4		4
612	Officer's Circle		1			1								1							3									1									1	4		4
613	Officer's Circle																				0																		0	0		0
614	Officer's Circle																				0																		0	0		0
615	Officer's Circle																				0																		0	0		0
802	Chapel Glen			1	1					2	2	3			4						13		1		1			1				2			4				9	22	1	23
803	Chapel Glen	5	3	12			5												1		21	1																	1	22	2	24
804	Chapel Glen			12		1		2							5		2	5			27			4	1						1	1				1		17	25	52		52
806	Gateway Heights	1	2		1	1			2				1					1			8		1	1												1			3	11		11
807	Gateway Heights				1			1		2					6			1			11							3	1										4	15		15
810	Sage Point	1	3		1			18		1		1			2		1				27	1	5	4	1					3	1	2				1			18	45		45
811	Sage Point	7			1	1	1	4		4	5		6				1		1		24		8	4														3	15	39		39
812	Sage Point			18					4	3	5		2	2	1		1	1	1		37							7	2		4					3	5		21	58		58
813	Sage Point	7		1	2	2		1	4	2	4	5	6		1		1				29		1	2	2		1		1							1			8	37	2	39
814	Sage Point				1			7	1					1			1				11			3														5	8	19		19
815	PHC		1																		1			1					1						1				2	3	2	5
820	Benchmark	4	1	1	1			2		2	1	1			1		1	1		6	18			1	3	3							2	5					14	32	2	34
821	Benchmark	3	1			1				1										6	9		2																2	11		11
822	Benchmark													3							3			1											1				2	5		5
825	Shoreline Ridge																				0																		0	0		0
826	Shoreline Ridge																				0	1																	1	1	1	2
827	Shoreline Ridge																				0																		0	0		0
828	Shoreline Ridge									1								1			2					1											1		2	4		4
829	Shoreline Ridge													1							1																		0	1		1
830	Shoreline Ridge						1														1																		0	1		1
	Sageway Park																				0																		0	0		0
	Total by week	28	11	46	6	8	9	36	12	15	14	16	5	14	23	1	7	10	16	0	249	4	18	15	21	7	1	5	4	8	3	0	2	2	9	12	18	9	138	387	11	398

2007-08 Violations (individual students are assessed multiple violations for many incidents)

Violation	7/1-8/20	8/28	9/4	9/11	9/18	9/25	10/2	10/9	10/16	10/23	10/30	11/6	11/13	11/20	11/27	12/4	12/11	12/18	12/25	FA 07 Total	1/1/08	1/8/08	1/15/08	1/22/08	1/29/08	2/5/08	2/12/08	2/19/08	2/26/08	3/4/08	3/11/08	3/18/08	3/25/08	4/1/08	4/8/08	4/15/08	4/22/08	4/29/08	SP 08 Total	Academic Year	SU 08	Total Year (7/1 to 6/30)
(2007) A.1.a - Furnishing false or misleading information to any University official	2		6		1		5											1		15			1	1													1		3	18		18
(2007) A.2 - Intentional disruption or obstruction of teaching, research, administration, disciplinary proceedings or other University activities.			13				13	1	3				6							36				1															1	37		37
(2007) A.3.b - Sex Offenses- Forcible: any sexual act directed against another person, forcibly and/or against that persons will; or not forcibly or against the persons will where the victim is incapable of giving consent.																																			1				1	1		1
(2007) A.3.d - Physical or verbal assault, sexual harassment, hazing, threats, intimidation, coercion or any other behavior which threatens or endangers the health or safety of any member of the University community or any other person while on University premises, at University activities, or on premises over which the University has supervisory responsibility pursuant to state statute or local ordinance.	4	2	2				3	6				1			5					23				2	4					1		1						3	11	34		34
2007) A.4.b - Burglary- The unlawful entry of a structure to commit a felony or a theft. This definition includes: unlawful entry with intent to commit a larceny (theft without breaking and entering) or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.	1									4		3								8		1									1								2	10		10
(2007) A.4.c - Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. Automobiles taken by a person not having lawful access even though the vehicles are later abandoned including joyriding.														1						1																			0	1		1
(2007) A.4.e - Attempted or actual theft, damage or misuse of University property or resources.	1	1	1				3		1	1	1			1			1	1		12										2									2	14	2	16
(2007) A.6 - Unauthorized or improper use of any University property, equipment, facilities, or resources, including unauthorized entry into any University room, building or premises		3		2	1	2	4	6	5	2	3	2	2					1		33		1	1							1				1	1	1		13	18	51	3	54
(2007) A.7.a - manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.																				0																			0	0		0
(2007) A.8.B - Hearing Officer Referral -- Use, possession or distribution of any narcotic or other controlled substance on University premises, at University activities, or on premises over which the University has supervisory responsibility pursuant to state statute or local ordinance, except as permitted by law and University regulations	5						3	4		1	4	1						1		19				1		4	1	1				1	2					1	11	30	1	31
(2007) A.9.b - Hearing Officer Referral- use, possession, or distribution of alcoholic beverages of any type on University premises except as permitted by law and University regulations.	10	2	39		2	1	26		11	2	2	1	12	10			6	13		137		12	4	10	2			2	1	2		4	5	18	5				65	202	1	203
(2007) A.10 – Violation of published University policies, rules or regulations			1																	1																			0	1		1
(2007) A.11 - Violation of federal, state or local civil or criminal laws on University premises, while participating in University activities, or on premises over which the University has supervisory responsibility pursuant to state statute or local ordinance.													1							1																			0	1		1
(2007) B.2.a - Empty alcohol containers are not permitted in the residence halls.	3	2	8				13		4			1	1		10		3	1	10	56		12	4	10	2			1	1				1		4	1	17	1	55	111	1	112
(2007) B.2.b - Students in rooms where alcohol or other drugs are being used will be subject to judicial action as well.	15	2	36		2		19	4	8	1	1				12	10		6	4	120		11	4	9				1							4		17	5	52	172		172
(2007) B.3 - Bicycles, storage without roommate permission and indoor use of is prohibited																																									1	1
(2007) B.4.a - No open flames (candles, kerosene lamps, etc.) or any incendiary devices will be permitted in the residence halls.		1	1									1								3															1				1	4		4
(2007) B.4.b - Smoking and the burning of incense is not allowed in any residence hall room or public area.	5		1									1								7							1												1	8		8
(2007) B.7.a - It is against the Universitys Student Code to intentionally set off a fire alarm or report fire or other emergency or tamper with a fire or other emergency equipment except when done with the reasonable belief in the existence of a need.										2										2																			0	2		2
(2007) B.7.b - It is unlawful to interfere with any fire equipment apparatus or to use a fire extinguisher or other fire protection equipment for other than its intended purpose.										2										2											3				1				4	6		6
(2007) B.8.a - Guests in the halls should always be escorted by the host resident. Residents are responsible for the actions of their guests and will face the same consequences as if the resident was in violation of the stated policy.	9	2	5				8	3	6	1	6	1	12					1		54		2	3							1									6	60		60
(2007) B.9.a - Individuals living in Residential Living facilities possessing registered firearms must register and store such items with the University Police Department																				0																			0	0		0
(2007) B.9.b - Possession or use on University premises or at University activities of any firearm or other dangerous weapon, incendiary device, explosive or chemical, unless such possession or use has been authorized by the University				1			1						1							3																4			4	7		7
(2007) B.13.b - ORL may at any time enter the Room and remove any personal property of Student which creates a nuisance, is hazardous, or is otherwise prohibited by this Agreement or University policies.																				0																			0	0		0
(2007) B.14.a - Residents are prohibited from having animals or pets of any type in Residential Living facilities, with the exception of fish in aquariums of less than 10 gallons and authorized animals assisting residents with disabilities	1																	1		2					1					1									2	4	1	5
(2007) B.15.a - quiet hours are predetermined periods when sound- including stereos, TVs, and voices-must be at a volume low enough to be inaudible in adjoining rooms or hallways.							17	2	8	1			1	3			2			34							1							1					2	36	2	38
(2007) B.15.b - There are 24-hour courtesy hours. This means that even if it is not during the designated quiet hours, that you are expected to keep the noise level within reason so that all students can sleep and study.		3	12												8			6		29													4						4	33		33
(2007) B.15.c - During finals weeks, ALL FLOORS AND HALLS become quiet for 24 hours out of the day. Violation of 24-hour quiet hours can lead to immediate dismissal from the hall for the rest of finals week.																		1		1																			0	1		1
(2007) B.17.e - Door-to-door solicitation is not accepted.	1						1													2																			0	2		2
(2007) B.18.b - Overnight Guests - Residents of Gateway Heights, Chapel Glen, and Sage Point halls may not host an opposite sex guest overnight.		1							3											4																			0	4		4
(2007) B.18.c - Residents (Chapel Glen, Gateway Heights, Sage Point) may host a same sex guest for no more than three days in a 14-day period, providing the roommate(s) agrees.	2																			2																			0	2		2
(2007) B.18.d - Overnight Guests: Residents in Benchmark Plaza, Shoreline Ridge apartments and Officers Circle homes may host an opposite or same sex guest for no more than three days in a 14-day period, providing the roommate(s) agrees.																				0																			0	0		0
(2007) B.20.a - Screens need to remain in place. If found to have been purposefully removed, the student may be charged for its re-installation.										3										3											1								1	4		4
(2007) B.20.b - Throwing objects from windows is strictly prohibited.										2										2																			0	2		2
(2007) B.21 - Smoking is not allowed in the residence halls or according to the Utah Clean Air act, within 25 feet of the buildings entrance.							3					1	5	1					1	11			1		4	1							1	1			5	2	15	26		26
(2007) B.22 - Vandalism- improper use of any University property, equipment, facilities, or reseources.			1	1		1		4	2	1	1				1	1		1		14				2	2			2	2					3				11	25	2	27
(2006) C.1 - Accident-injury: no hospital transport																				0																			0	0		0
(2006) C.2 - Accident- injury: hospital transport	1		1		1															3		1	1																2	5		5
(2006) C.3 - Conflict mediation	1	2	1	2			2		1	2	1				2					14																			0	14		14
(2006) C.4 - Facility Emergencies																		1		1							2												2	3		3
(2006) D - Local, state, federal charges filed, no student behavior charges filed																				0																			0	0		0
(2007) E.1 - Suspect of involvement in violation- no charges				1	3		1						2	3						10				4															4	14		14
(2007) E.2 - Positive Information cases				2																2																			0	2		2
(2007) E.3 - Advocated on students behalf with another dept.				1										1		2				4	1		3			1				1									5	9		9
(2007) E.4 - Intervention to offer assistance based on concern for well-being																																				1	1		2	2	2	4
No violations assigned																				0																			0	0		0

University of Utah
Residential Living
Financial Summary
June 30, 2008

	Actual June 30, 2007	Actual June 30, 2008	Budget June 30, 2008	Budget Variance Fav/(Unfav) June 30, 2008	Budget Variance % Fav/(Unfav) June 30, 2008
Adjustments to PeopleSoft balance					
40151 Meal Plan Revenue	$ 4,595,777	4,659,644	$ 4,215,120	444,525	10.55%
40657 Residence Halls Rent	4,961,930	5,279,306	4,826,422	452,884	9.38%
40660 Apartment Revenue	2,541,376	2,756,318	2,650,679	105,639	3.99%
49970 Bond Subsidy	1,550,000	1,550,000	1,550,000	0	0.00%
Other	581,026	567,142	464,800	102,342	22.02%
Revenues	14,230,109	14,812,410	13,707,021	1,105,390	8.06%
Salaries	2,029,269	2,128,172	2,198,045	69,873	3.18%
Meal Plan Expense	3,973,539	4,079,585	3,661,204	(418,381)	-11.43%
Telephones and Utilities	1,579,911	1,581,411	1,734,603	153,192	8.83%
Other Expenses	1,100,166	467,608	388,127	(79,480)	-20.48%
Debt Payment	6,539,571	6,539,572	6,539,572	0	0.00%
Expenses	15,222,457	14,796,348	14,521,551	(274,796)	-1.89%
Net Income	(992,347)	16,063	(814,531)	830,593	-101.97%

[Template A]

STUDENT AFFAIRS AWARDS AND RECOGNITIONS 2006-2007

Please list awards by title, granting organization/agency, and staff member name

Outstanding Mid-Level Professional Staff member, Utah NASPA, Barb Remsburg

Outstanding New Professional Staff member, Utah NASPA, Michael Payne

Outstanding Graduate Student, Association of Intermountain Housing Officers, Lindy Nielsen

Advisor of the Year, Intermountain Affiliate of College and University Residence Halls, Michael Payne

<u>STUDENT AFFAIRS COMMITTEE MEMBERSHIPS</u>

NAME	DEPARTMENT	COMMITTEE
Kary Bredenberg	Campus Wellness Connection	Campus Wellness Connection
Stephanie Knoppa	Student Affairs	Professional Development
Barb Remsburg	Academic Senate	University Diversity Committee
Michael Walker	OIT	Campus Wireless Network Committee

Template C

STUDENT AFFAIRS NATIONAL & REGIONAL PRESENTATIONS

Larrabee, M., Morian, K., Oltersdorf, D. (2008, June). *"Text Me Your Program Proposal By Midnight"*. Association of College and University Housing Officers- International.

Payne, M., Wilgus, J., Knoppa,, S., Bredenberg, K. (2007, October). *Building Your Own Professional Development Plan.* Utah NASPA Conference, Salt Lake City Community College, Salt Lake City, UT.