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UNIVERSITY HOUSING

Creating an environment where people can be exceptional

University Housing Newsletter

The University Housing Newsletter is a monthly publication of the department for staff members. It is **YOUR** news - you are encouraged to contribute articles or information to share with the department.

To contribute an article to the newsletter, email the entire article by the 25th of each month to Kent Perrodin at kperrod@uark.edu.

Articles will be reviewed for content and may be edited for publishing.



UNIVERSITY OF
ARKANSAS
STUDENT AFFAIRS

STUDENTS HONOR MAINTENANCE AND HOUSEKEEPING STAFF

Residents' Interhall Congress
Senate Resolution #7
Alex Williams-Mardian, Northwest Quad, Sponsor
Jonathan Casey, Northwest Quad, Author

February 21, 2011

A Resolution to Express Great Gratitude to University Housing Maintenance and Housekeeping Employees During the 2011 Snow and Ice Storm

Whereas: Winter Snow and Ice storm conditions developed over the Greater Fayetteville Area from February 1st to February 4th and February 8th to February 11th, which caused the closure of the University and conditions during this time were such that there was extreme danger in traveling on roads, and sidewalks, surrounding and throughout campus,

Whereas: Nearly 5000 students live in the University Housing Residence Halls, and due to dangerous conditions were unable to freely move to or from, in or around campus,

Whereas: University Housing Maintenance and Housekeeping Employees went above and beyond putting themselves at risk by traveling to campus from their own homes where conditions were equally grave, and even going as far (as) to spend the night on campus, in order to keep conditions as safe as possible,

Whereas: There was little-to-no disruption in safety of students provided by these staff members resulting in On-Campus students maintaining their safety and escaping the worst of the winter conditions

Be it therefore resolved: That the Residents' Interhall Congress publically expresses its gratitude to all University Housing Maintenance and Housekeeping Employees who so selflessly put themselves in danger, and worked endlessly to provide for the well-being and safety of the University Housing Residents.

Passed by Unanimous Consent

2010-2011 RESIDENCE EDUCATION HONORS AND RECOGNITION FOR STUDENTS, FACULTY AND STAFF

As we wind up each year, it is important to recognize our RA staff, full-time staff and our student leaders for the commitment and dedication that they have given to our on-campus students during the 2010-2011 academic year. This article gives an overview of recent program award winners, the 2010-2011 Residence Awards recipients and the 2010-2011 RIC and NRHH award winners. Congratulations to those who were recognized for these programs and achievements. More importantly, a big "Thank You" to all Residence Education and Housing staff (as well as our faculty partners) for their time and commitment that they give to our on-campus residents!

"Of The Month" Awards

The Straight Shot (an alcohol education program series) sponsored by Pomfret Hall was the SWACURH Regional Of The Month (OTM) winner for Educational program for March 2011. This program was selected NRHH and NACURH as the National Winner in the Educational Program category for the month of March 2011.

April 2011: **The University of Arkansas Rwanda Awareness Week** won the SWACURH Regional Educational Program of the Month award for the month of April. The Rwanda Awareness Week program was organized by a group of Rwandan students who lived in Holcombe and Yocum Halls as well as a few off-campus Rwandan students. The program is now in consideration for national honors.

2010-2011 Residence Education Awards presented by the RA Council on April 7, 2011

Faculty Collaboration of the Year.....	Dr. Kathleen Barta, Nursing
Educational Program of the Year.....	Purple Passion, Reid Hall
Social Program of the Year.....	Fright Night for Boils and Ghouls, Northwest Quad
Faculty Member of the Year.....	Dr. Candy Erbe, Athletics
Secretary of the Year.....	Kathy Thielen, Pomfret
CRE of the Year.....	Meghan Jagnow, Gibson/Gregson
New RA of the Year.....	Sadaf Anet, Buchanan-Droke
Returning RA of the Year.....	Lacey Carnahan, Pomfret
Rebecca Taylor Enthusiasm Award.....	Angelica McLean, Northwest Quad
Staff of the Year.....	Northwest Quad

2010-2011 Residents' Interhall Congress and National Residence Hall Honorary Awards

Bronze Pins

The Bronze Pin is a national award that each campus can utilize to recognize individuals on campuses who have provided exemplary service to on-campus residents. The recipients are determined by the RIC and NRHH presidents and a maximum of eight can be given each year.

2010-2011 Bronze Pin Recipients: Melanie Bolden, Gibson RA
Joseph Van Matre, 2010-2011 RIC Secretary/Treasurer
Mary Alice Patton, Reid RA
Ciara Coleman, Pomfret RA
William Hogan, Yocum Hall RIC Senator
Lacey Carnahan, Pomfret RA
Kaleb Cox, RIC President (Spring 2011)

Outstanding Leadership Service Award (presented by NRHH).....	Julia Lyon
Advisor of the Year.....	Namiko Ochi, Holcombe Hall Senate Advisor
Senator of the Year.....	Alex Mardian, Northwest Quad RIC Senator
Student of the Year.....	Jonathan Casey, Northwest Quad Resident
Program of the Year.....	Northside Block Party presented by the Northwest Quad
Hall of the Year.....	Holcombe Hall

REMOTE DESKTOP CONNECTION TO YOUR NETWORKED COMPUTER

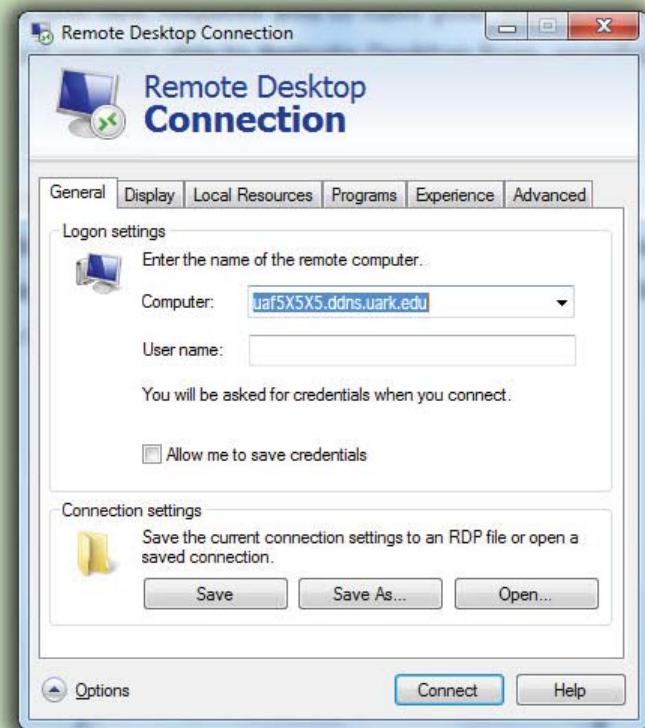
Ever need to access your desktop for a presentation or to work from home? The Remote Desktop Connection (RDC) is an application that allows users to remotely log into networked computers. Setting up RDC is an easy process but will require some support from your desktop's IT administrator.

Setting up RDC on your workstation

When preparing your workstation for RDC, you will need to submit a Computer Service Request (CSR). An administrator will configure all of the settings you need and give you your computer name that you NEED to SAVE! Keep in mind that RDC requires you to have your workstation turned on or RDC will not be able to find it. At this point you are able to Remote Desktop from anywhere!

Using RDC

When you are attempting to access your workstation you will need to open the RDC program. The Microsoft Windows' operating systems comes with RDC already installed and can be found in Start-> All Programs-> Accessories-> Remote Desktop Connection. When you open RDC, insert the computer name your administrator had you saved.



Upon connecting you will be prompted for your credentials, use your UARK username and password. At this point you should be connected to your workstation!

FAQ:

Q: Since I can now connect to my desktop from anywhere, does this mean I don't have to save things on ERIS anymore?

A: You should always keep your important documents saved to ERIS. You still have the same risk of losing your data if you have a hard drive crash. Using RDC is a good way to access ERIS from home though.

Q: Can anyone now just log into my workstation?

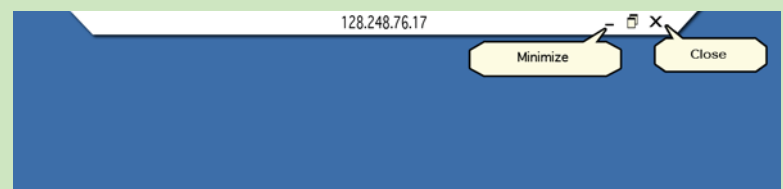
A: No. RDC is set up on a per-user basis, and if someone has not been set up to RDC into a specific workstation, they will be unable to do so.

Q: I have a Mac, but I don't have RDC. What can I do?

A: Microsoft supports a version for the mac. Just follow this link. <http://www.microsoft.com/mac/remote-desktop-client>

Q: How can I toggle between my local computer and the remote machine?

A: You can toggle between the remote machine and your local machine by clicking on the “_” symbol at the top. This will minimize your remote session.



Q: The light brown trapezoid at the top of the remote computer disappeared, how do I get it back?

A: Place the mouse cursor at the top center of your remote session where the trapezoid is supposed to be and the trapezoid should drop down. Click on the thumb tack icon on the left end of the trapezoid and the trapezoid will stay fixed to your remote session.

Q: I went away and came back and the remote computer ended my remote session. What happened?

A: Idle sessions will be disconnected after 15 minutes. All programs that were opened will still be running.

TRASH TO TREASURE!



Trash to Treasure will be hosted at Futrall Hall on June 10th – 11th. Please enter from the south side of the building.

Trash to Treasure opens to Housing employees and their families at 3 pm, June 10th. The event will be open to the rest of the University and the general public from 5 pm – 7 pm. It will also be open on Saturday, June 11th from 7 am - noon.

IT'S...IT'S...A CLEANING BLITZ!

The Housekeepers began the spring closing blitz bright and early Sunday morning, May 15th at 6 am – less than 24 hours after the halls officially closed! We had six teams of 6-8 people doing various jobs throughout the last two weeks. Our routine blitz consists of cleaning rooms, bathrooms, waxing a few floors, dusting furniture, sweeping and mopping floors, cleaning windows and blinds and putting out linens for the Walmart Shareholders meeting. All work had to be completed in a quick turn-around in order for Summer School residents and Conference staff to begin making beds and preparing for the summer camps and conferences.

This year we hired an outside vendor to clean Maple South, NWQ and Yocum halls. It was impressive for me to compare the quality of work our staff does to a professional cleaning company. Our staff outshone the professionals! Thanks to all those who put in many hours to get our buildings ready for immediate use.

Contributed by Judy Kendrick

Welcome!



Zoey Elizabeth Cooke
7 lb 5 oz
20 inches long
May 25 at 1:26 am





HELPING THE RED CROSS HELP OTHERS*

Donate Money

Everyday your donation makes a difference by providing shelter, food, counseling and other assistance to those in need. The American Red Cross is not a government agency and depends on the generosity of the American people in order to provide vital programs and services.

When you give to the American Red Cross Northwest Chapter you are helping your community. Whether it is helping at the scene of a fire, teaching valuable lifesaving skills in CPR/AED and First Aid, or assisting victims of a disaster, your Northwest Arkansas Chapter is there every day helping our communities and families prepare and respond to emergencies.

How your donations provide assistance:

\$15: One Family Clean-up Kit

\$60: Sanitary comfort kits for 4 disaster victims

\$80: One night in a hotel for a displaced victim

\$115: One week's worth of groceries for a family of four

\$500: Medical supplies, equipment, medication and mental health counseling for a disaster victim.

TO DONATE NOW:

1. Make an online donation
2. Credit Card by Phone - Call the Northwest Arkansas Chapter at (479) 306-4688
3. Mail a check or money order to:

American Red Cross
Northwest Arkansas
PO Box 789
Tontitown, AR 72770

You can honor a loved one or commemorate a special occasion with a tribute or memorial gift. Note on your gift who it is in memory/honor of and please include the name and address of whom you wish we notify of the gift.

Please note that donations for national or international disasters may also be made through your local Red Cross. Clearly indicate your intention of where you wish your money to be used on your gift. The Red Cross honors donor intent.

Donate Items

The Red Cross is unable to accept items such as used clothing, furniture, toys, hygiene items or canned goods. For further information regarding this national policy and clarification see www.redcross.org/donate/goods.

Community Fundraisers

Often, organizations, businesses, church and school groups very generously offer to assist the Chapter by doing various fundraising activities and then turning the proceeds over to the Chapter. In order for all parties to be fully protected from any possibility of fraud or misrepresentation, the American Red Cross has third-party fundraising guidelines that must be followed carefully. Contact the Chapter for more information.

The American Red Cross is not a government agency; our programs and services are made possible primarily through the generosity of individuals, businesses and foundations who give voluntary gifts of time and money.

Contributions to the American Red Cross Northwest Arkansas Chapter, a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Services Code, are deductible.

** The Red Cross did not contact University Housing to post this information. Staff members are free to contribute, or not, to the agency of their choice. Kent Perrodin*

http://www.redcrossnwa.org/general_calltoaction.asp?CTA=5&SN=7955&OP=7956&IDCapitulo=6Q69P0X17U

UNIVERSITY HOUSING ROOM RESERVATION PROCESS

1. Available Hours/Hours of Operation

The classroom meeting space for University Housing can be reserved between the hours of 8:00 AM and 11:00 PM by Housing staff, The Registrar's office (Fall and Spring classes), Registered Student Organizations (RSO's), and other departments within the institution. Outside groups not affiliated with the University of Arkansas cannot reserve the classrooms due to their location within the residence halls. Non-Housing Departments or Organizations are not permitted to reserve Housing classrooms during Hall Openings, Closings, or during Final Exam Periods.

2. Request Priority:

University Housing classrooms, while available for use by the entire University community, are within facilities dedicated to serving the needs of residents. University Housing is given priority for space except for hours set aside for the Registrar's Office or for events previously scheduled. Requests will be accepted one month prior to the beginning of the semester from RSO's and other departments within the institution. The needs of residents will always be of primary importance in the scheduling of space.

3. Request Process

Requests should be submitted via Virtual EMS. In order to obtain access to Virtual EMS, please email Housing Classroom Reservation staff at housres@uark.edu. Alternatively, requests may be made via email at housres@uark.edu.

Request for space is generally considered on a first come, first served basis. One Time or Recurring Requests should be made at least five (5) business days in advance and no earlier than one month prior to the start of the semester the event is to take place in. Room preference will be taken into account, however, once approved, rooms will be scheduled based on priority, the needs of the event, the date/time the request is received, and the most efficient use of space. Responses to room requests will be made within two (2) business days. Responses may take longer at the start of a semester.

If more information is needed for a request, contact will be made by Housing Classroom Reservation staff. A request does not guarantee a space. Do not advertise or send out invitations to an event until a computer generated email with the word "confirmed" next to the event date and time is received.

4. Technology Requests

If technology is available in the requested room and training on use of the technology is needed, a Computer Service Request should be completed here at the time the room request is made.

5. Cancellations

To cancel an event or meeting, please provide as much advance notice as possible. The cancellation can be made via Virtual EMS if there are at least five (5) business days in advance of the event or meeting.

If the cancellation is the same day please call the Housing Central Office at 575-3951. If the cancellation occurs over the weekend, please email housres@uark.edu. The cancellation should be made no later than noon on the day of the event, or, if the event is on the weekend, no later than noon on Friday.

6. No Shows

All no-shows will be recorded. After two no shows, the proposer or organization's reservation privileges will be suspended for the remainder of the semester.

7. Room Condition

Groups may move furniture, but must return the room to its original set up after the event/meeting. Please refer to the room set up chart posted in the classroom for the room's original set up. Trash should be disposed of, chairs straightened, windows closed, whiteboards erased, computers logged off of, projectors turned off, and lights turned off. A \$50.00 charge may be assessed to any group that does not abide by these rules.

8. Food/Beverages

Please inform the Classrooms Reservations Office if food or beverages will be served at the meeting/event so additional arrangements for recycling bins, trash cans, etc. can be made.

*If you are an external group wishing to use any space at the University of Arkansas for a Summer Conference (after Dead Day and before the start of the Fall semester) please call 479-575-5232.

This information can be found at <http://housing.uark.edu/staff/allstaff/reservations.php>

UNIVERSITY HOUSING ROOM RESERVATION PROCESS

AVAILABLE ROOMS

BUILDING	ROOM	CAPACITY					ROOM CONFIGURATION	MEDIA	HOW SCHEDULED
		FLEXIBLE				FIXED			
		Lecture	Rounds	U-Shape	Classroom				
MAPLE HILL EAST	139	30		20	25			SCREEN/PROJECTOR/DVD/PC	* EMS
	140	30		20	25			SCREEN/PROJECTOR/DVD/PC	EMS
	144					12	CONFERENCE ROOM	SCREEN/PROJECTOR/DVD/PC	** EXCHANGE
	162	35		25	30			SCREEN/PROJECTOR/DVD/PC	EMS
MAPLE HILL SOUTH	143					75	THEATRE	SCREEN/PROJECTOR/DVD/PC	EMS
	145A	30		28	28			SCREEN/PROJECTOR/DVD/PC	EMS
	145B	30		28	28			SCREEN/PROJECTOR/DVD/PC	EMS
POMFRET	136A	40		28	28			PA SYSTEM/TV/COMPUTER	EXCHANGE
	GREAT ROOM	250		150	200				EXCHANGE
NW QUAD	B 108					75	THEATRE		EMS
	B 111	25		12	12				EMS
	B 112	25		12	12				EMS
FUTRALL	157			40	40		CLASSROOM	SCREEN/PROJECTOR/COMPUTER	EXCHANGE
HOTZ	930					12	CONFERENCE ROOM	SCREEN/PROJECTOR/COMPUTER	EXCHANGE
CONTACT PERSON	* EMS CONTACT Jason Hogan 575-5232 housres@uark.edu								
	** EXCHANGE CONTACT Shirley Claypool 575-2825 claypool@uark.edu								



HOLCOMBE INTERNATIONAL LIVING LEARNING COMMUNITY

What a great year...! Holcombe International Living Learning Community (HILLC) misses our residents already. We were able to experience the world thanks to residents and international community on campus.

Being away home is not easy. It involves a lot of ups and downs. It is challenging to be surrounded by the language that you speak as a second language, taking classes with American students, writing 10-page paper in English, using a different transportation system, fighting stereotypes, and so on! However, studying abroad definitely broadens your perspective toward the world and learning different cultures opens a door that leads to so many more opportunities for students in the future.

All international students made it through to finish their school year. American students enjoyed experiencing different cultures every day. Resident Assistants did a wonderful job to support residents and Hall Senate created a great community within the hall. Each student made efforts to make Holcombe Hall home sweet home for everyone no matter where they are from. At the End of the Semester Gathering, students shared testimonies. It made us cry. We became a family, a big international family, and it showed that Holcombe became home away from home for everyone.

HILLC started in 2006 and we successfully finished our 5th year. HILLC received several OTM Awards on both campus and regional levels. Hall Senate and JSA received the Outstanding Collaborative Program Award by the Center for Leadership and Community Engagement. We were extremely happy to receive the Residence Hall of the Year and the Advisor of the Year from Residents' Interhall Congress. We hope this legacy will continue next year as well.

To share our experience and knowledge, in collaboration with the International Students & Scholars office, we will be presenting at a poster session, Intercultural Initiatives for Campus and Community, during the NAFSA (Association of International Educators) National Conference in Vancouver, BC in June, 2011. Using the Brower and Dettinger's evaluation model, we will propose ideas to internationalize a campus from the Housing side.

In order for us to continue our transformative education in the international living learning community, one of our goals is strengthening academic elements of the program. We are looking forward to our collaboration with School of International Studies at the UofA to bring more academic programming into HILLC. This partnership between HILLC and International Studies will raise the profile of HILLC and University Housing to a new level. Also, ENGL 2413 class has been created specifically for the Global Perspectives Learning Team (GPLT), which is Introductory Topics in English with a topic of "Global Perspectives". This will allow GPLT students to deepen their understanding about current issues around the world. I am excited about the new challenges.

Holcombe will maintain our commitment to bridging cultures and bringing the world the UofA community. Thank you for the wonderful year, Holcombe Hall residents!

HOLCOMBE INTERNATIONAL LIVING LEARNING COMMUNITY



ILLC 2010-11



HOW TO CLOSE A RESIDENCE HALL

Coordinators for Residence Education (CREs) receive a list of tasks to accomplish to close the residence halls for the spring.

1. Take lead in Dead Day check-outs
2. Process extended stay request forms
3. Support resident assistants (RAs) during check-outs
Compile images of damages
Collaborate with Administrative Service and Residential Facilities staff
4. Assess damage charges
5. Check RAs out of their rooms
6. Conduct a sweep of rooms
7. Secure sensitive items belonging to the hall
8. Check conditions on the exterior of the hall
9. Notify supervisor that the building is closed

