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.

Saying goodbye to autumn!
CLEVELAND STREET SIDEWALK IMPROVEMENTS

The City of Fayetteville is continuing construction of a sidewalk along the south side of Cleveland Street between Razorback Road and Hall Avenue. Improvements will consist of constructing a 5 foot wide sidewalk (with access ramps) and realignment of the curb and gutter along the south side of Cleveland Street to improve pedestrian safety.

Work on this section will begin Wednesday, November 30, and continue through December 16, 2011. Scheduled work hours will be 7:00 a.m. until approximately 3:00 p.m. each day.

Construction will require closing the east bound lane of Cleveland Street between Razorback Road and Hall Avenue during work hours. The street will be open to regular traffic at night and on weekends.

Detour routes will be marked.

We regret the inconvenience this may cause, however this will allow needed improvements to be made.

On behalf of the City of Fayetteville, we would like to express our appreciation for your cooperation and understanding as we perform our work in this area. For additional information on the project, please contact Keith Shreve kshreve@ci.fayetteville.ar.us or call the City of Fayetteville Transportation Division office at 575-8228. Office hours are 7:30 a.m. until 4:30 p.m.

Contributed by Felisah Perrodin
From Fayetteville Community Link: http://accesscommunitylink.org/members/communitylinkadmin/

DECEMBER REMINDERS

December 2: RSVP Deadline for “Working Like a Hog” Holiday Event (Arkansas Alumni Association)
December 8: “Working Like a Hog” Holiday Event:
3:30 - 5:30 PM, Jill Y. Embrey Alumni House
December 8: Last day of Fall semester class
December 9: “Dead Day”
December 12: Deadline for Housing’s Children’s Holiday Extended Family Tree Child Request (email request to Shirley Claypool)
December 12: Division of Student Affairs Holiday Event
1:30 - 4:00 PM, ARKU 507-511
December 12: Final Exams begin
December 16: Final Exams end; residence halls close at 5:00 PM
December 17: Fall Commencement
December 18: Residence halls close at noon for students involved in commencement
December 19: University Housing Annual Holiday Luncheon
11:30 AM - 1:00 PM, ARKU Ballroom
December 22: University closes at 5:00 PM for Winter Break
In order to save energy and reduce heating and other costs, the Fayetteville campus of the University of Arkansas will be closed, except for essential operations, beginning Friday, December 23, 2011. The campus will re-open on Tuesday, January 3, 2012.

Some of the days during this period are official state holidays which will be recognized on different dates since they fall on the weekend: Christmas Eve (December 23), Christmas Day (December 26), and New Year’s Day (January 2). Other days are taken in lieu of state or federal holidays on which the University does not close (December 27, in lieu of Veteran’s Day; and December 28, in lieu of the employee’s birthday.) However, two days, December 29 and 30, would ordinarily be charged to employees’ annual leave. Governor Beebe has granted the University permission to allow UA employees who do not wish to use their annual leave on those days to work extra hours, as needed, during the earlier part of December, 2011, to avoid being charged annual leave for December 29 and 30.

The number of extra hours employees need to work will depend on whether they are exempt (all non-classified employees and a few classified employees) or non-exempt (most classified employees) under the federal Fair Labor Standards Act (FLSA.)

- Employees who are exempt under the FLSA (that is, not entitled to compensatory time off or compensatory pay for hours over 40 worked in any work week) may work an extra 16 hours earlier in December, at their department’s convenience to avoid using annual leave.
- Employees who are not exempt under the FLSA (that is, who are entitled to compensatory time off or compensatory pay for hours over 40 worked in any work week, at a rate of one-and-one-half hours for each hour worked in excess of 40 hours) may accumulate an additional 16 hours of compensatory time by working a total of 10 hours and 40 minutes that would qualify as compensatory time earlier in December, at their department’s convenience, to avoid using annual leave.
- Employees who do not wish to work extra hours earlier in December may use annual leave or regular compensatory time off.

Employees are responsible for arranging their schedules prior to December to work the extra hours. Departments are asked to accommodate employees who wish to work extra hours in order to avoid using annual leave. Deans and directors must demonstrate to the appropriate vice chancellor why accommodations are not feasible where they are requested and denied.

If there are questions about whether an employee is exempt under the FLSA, they may be directed to Human Resources by calling 575-7618 or 575-6209 or by e-mailing leahw@uark.edu or cjones@uark.edu.
November was quite a busy month for Assessment. While two surveys were launched and completed during this time, there were also technological changes that took place specifically in the area of assessment. Each of these changes, which are discussed below, were made with the intent of helping to transform assessment in Housing into a more efficient, effective, and approachable practice for Housing staff.

**Assessment Activities in November**

Throughout this past month, various units in Housing have been involved in a number of assessment activities, ranging from training assessments, to student retention, to conclusion of a market research survey mentioned in last month’s issue.

At the beginning of the month, two follow-up surveys were launched using Campus Labs (formerly Student Voice) by staff in Residence Education. The CRE Training Follow-Up Survey was launched by Grant on Nov. 1st. Around the same time, the DLI Post-Test Survey was launched by Felisha Perrodin, with the goal of measuring the anticipated improvement among participants in their multicultural competencies, including knowledge, awareness, and skills. Both surveys have closed and the results are currently being reviewed and used for program improvement as well as assessment of desired participant outcomes. Summative reports on the results of these surveys and how they are being used to inform practice and improve participant outcomes are forthcoming.

The MAP-Works Fall Check-Up Survey closed on November 22nd with a thirty-six percent response rate – the highest response rate to a check-up survey we’ve attained since the program began in 2008. A big “THANK YOU” to all CRE’s and RA’s who made this possible. Interestingly enough, the real work begins toward the end of the survey and after the survey closes, where dedicated staff work to help struggling students based on their MAP-Works survey report and departure-risk status.

The benefit of conducting a check-up survey for MAP-Works is that we are able to see how some of the initial responses from students to the fall transition survey have changed or stayed the same, especially as the semester is coming to a close. It is at the end of the transition survey and the check-up survey where we can have the most impact on the likelihood of student success. By interacting with students and helping face hurdles early on, we aid in increasing our first year student persistence rate, and, in turn, contribute the an improvement of the overall graduation rate for the university.

The MAP-Works program is ongoing, throughout spring and fall. While we conduct no future surveys, we do continue to follow up with students who may be struggling. In addition, with practice and with feedback from staff, we improve our methods of approaching students each semester and increase the chances of positively impacting each of them, with the hope of providing a supportive environment and contributing to a memorable on-campus college experience.

Finally, the Market Research Survey for Housing, which will help inform housing’s future master plan, was a great success! Over three-thousand students, from freshmen to graduate students, replied to the survey. In addition, over one-thousand parents participated. Shortly after the survey closed, Josh Wadley, the
administrator of the survey, came to Fayetteville from Austin, TX to conduct focus groups with students who volunteered to participate. These groups were formed on the basis of classification, helping us to obtain freshmen perspectives as well as senior student perspectives about current housing at the university and what they believe should be improved or changed in the future. The focus groups were conducted over a period of 8 hours, each group meeting for one and a half hours, with breaks in between. The results of the two surveys and the focus groups will be provided in a comprehensive report forthcoming.

Assessment Policies and Procedures Update

As the official policies and procedures development and submission process goes, there are a number of steps that must be taken that this particular employee was previously unaware of. Thus, I must recant my original projection of completing the policies and procedures documents by December 1st, as I stated in the October Housing Newsletter.

There is no one standard format for wording of a new policy. However, under the policies and procedures section on the Housing Staff portal, there are examples of policies that have been submitted and approved, most of which follow similar patterns and all of which do conform to a specific outline format. There are required sections of the policy document and the history of the document and its creator are in a box in the upper right of the page. See an example here for how this looks.

What is important to note is that the policy portion of the document is explicitly stated in the document, however, the procedures or related documents, are actually linked to and often consist of forms, checklists, and detailed procedures necessary to implement the formally stated policy. Those linked documents are typically the “meat” of the policy, providing its intent, responsibilities of those to whom the policy applies, and how it is to be carried out

So, as I am writing the policy for Assessment in Housing and creating documents that define specific procedures for carrying out assessment, requesting assistance for assessment, and so on, I’ve learned that there is an “order of operations” so to speak that one must follow in order to have the directors review it, revise it, and eventually approve it. One should allow at least six weeks from first review to final approval to have the policy ready for insertion into the Staff Policies and Procedures Manual.

With that in mind, the formal policy and related procedures are expected to be approved and uploaded to the Housing Staff Portal by the end of February 2013.

Assessment SharePoint Site for Housing

Many of you received a notice via email that you have been added to the Assessment SharePoint site as a member/visitor. This site has been created to be the single place for creating surveys, reviewing surveys, checking on responses and response rates after a survey is launched, and downloading the results and copies of the survey at one’s convenience. If you did not receive an invitation to the site and anticipate conducting formal assessments in the future, please let me know and I will add you to the member list and send you an invitation.

From my side of things, it consolidates almost all important Assessment operations so that I can create, assist with, approve, make revisions to, and enhance users understanding of assessment. Any feedback on how the site is set up and its functionality is greatly appreciated! While it is a work in progress, a good share of what will be standard features on the site are already up and running.

Longitudinal Research Paper on MAP-Works

As mentioned in the previous newsletter, a long-term project for the area of Assessment is a longitudinal study of the MAP-Works program, from 2008 to Present. This study has begun and the data are currently being analyzed to estimate participant persistence as well as academic performance and progress in comparison to a matched counter factual group, and is expected to be completed by January.

Thank you for taking the time to visit the Assessment Corner. Questions and Comments about content of the Assessment Corner can be directed to Aaron Scott at ajscott@uark.edu.
Night Market has been our tradition in Holcombe International Living Learning Community. Lili Cai from Bolivia (Holcombe RA this year) is the student who started the program along with other Hall Senate members when she lived in Holcombe Hall two years ago. Lili had a unique idea and wanted to bring the custom of night market that is seen in many Asian countries. We invite students from not only Asian countries but also any other countries that are represented at the U of A to share their cultures with the campus community. This program has become one of great opportunities to celebrate diversity and Holcombe Night Market 2011 during the International Education Week was a wonderful success!

We had 21 countries represented in the Holcombe Living Room on Wednesday, November 16. All of cultural volunteers were encouraged to come up with something interactive, not only showing photos and cultural items from their countries. All groups were very creative! Activities we had were name writing in different languages, tasting cultural snacks, Bulgarian good luck charm making, Dominican Republic baseball board game, Iranian musical instruments, Nepali cultural attires photo booth, Pakistani henna painting and so on!

There was a lot of learning occurring in many different ways as well: There was a 3 years old Turkish boy (Ph.D. student’s son) who got really into Japanese traditional games and ended up playing with Japanese students for a while during the program. There was a student from John Brown University as well. She got to know about the program through her professor who has colleagues at the UofA. She e-mailed me saying that “my friend I were so, so blessed by the experience. The food was delicious, people were friendly, and atmosphere was great fun.” PDI (Professional Development Institute program by the Career Development Center on campus) student told her advisor that Night Market was such a fun program where she could learn about so many cultures at once. She also said it was “a life changing experience” for her as someone who was still deciding what she really wanted to do after graduation. (I hope she will be involved with International Education in near future!) Holcombe students were, of course, enjoying experiencing different cultures through their friends. It was simply an amazing night.

Night Market really showed that Holcombe programs can reach out to the Fayetteville community. Big Thank You to Hall Senate members and also so many volunteers who helped our program!

Contributed by Namiko Bagririmvano

Above: Pakistan
Staff

1. Continue to have new staff participate in Human Resources training program “Our Campus” within 6 months of being hired.
   a. Assistant Director for Human Resources is responsible for scheduling the training at the time of hiring and notifying the staff member and supervisor of the training date and time.
   b. Supervisors are responsible for ensuring work load does not prevent the staff member from attending the training.

2. To have a review process in place by January 15, 2012 to ensure recruitment plan guidelines are being followed.
   a. Assistant Director for Human Resources will create a review process and alert supervisors when the established plan is not being followed.
   b. Supervisors will make any necessary adjustments required to ensure University Housing is actively seeking to create a diverse work force.

3. Each of the four areas within University Housing will conduct at least one training on a topic of diversity during the next year.
   a. Directors will consult campus and community resources to find applicable training.
   b. All training sessions will be documented and attendance turned into the Assistant Director for Human Resources in University Housing.

Student

1. In cooperation with the First Year Experience Office, review pre-test and post-test Diversity Leadership Institute (DLI) assessment data.
   a. Send post-test assessment for DLI 2011 to all participants who completed the pre-test by September 23, 2011.
   b. Pull data from Survey Monkey for Diversity Leadership Institute assessments conducted from 2007 through 2010.
   c. Upload Survey Monkey data into Student Voice by September 30, 2011.
   d. Review pre-test data for all previous Diversity Leadership Institutes.
   e. Review post-test data for all previous Diversity Leadership Institutes.
   f. Compare pre-test and post-test results to note any changes in viewpoint or learning by student staff participants.
   g. Identify themes or areas to incorporate into DLI 2012 by November 30, 2011.
   h. Incorporate any recommended changes based on review of assessments into the planning of DLI 2012.
University Housing has worked with a number of registered and community organizations this semester to provide drop-off locations for various drives. In September, the Associated Student Government did a School Supply drive with drop-off boxes so that residence hall students could donate school supplies to benefit the Joplin School District. During the month of October, the National Residence Hall Honorary organized a food drive to assist the Seven Hills Homeless Shelter as their food pantry supplies were very low.

During the month of November, Gamma Sigma Sigma sponsored a drive to collect clothing and other items for the Potter’s House Thrift Store and SASS (Sisters Advocating a Stronger Sisterhood) had donation boxes for a drive called Warmin’ Up the Hill. SASS was collecting white socks, men’s jeans, sleeping bags and blankets as well as one or two person tents to go to the Seven Hills Homeless Shelter.

In December, the Invisible Children RSO will be having donation boxes in our buildings where students may donate their textbooks.

In August and September, blood drives were hosted in the Northwest Quad, Pomfret and Yocum. The Northwest Quad blood drive supported the American Red Cross. The Pomfret and Yocum blood drives benefitted the Community Blood Center of the Ozarks.

Contributed by Felisha Perrodin

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**WINTER WEATHER & HOLIDAY TRIVIA!**

Answers located on the last page.

1. Which of the following is not affected by wind chill?  
   a. Person  
   b. Dog  
   c. Car radiator  
   d. Bird

2. What Holiday food is made from “marsh-whorts?”

3. What is the difference between sleet, hail, and freezing rain?

4. True or False: It must be 32°F or colder for it to snow.

5. On the average, one inch of rain is equivalent to how many inches of snow?  
   a. 10 inches  
   b. 1 inch  
   c. 5 inches  
   d. A foot

6. True or False: Turkeys are common throughout the northern hemisphere and can be found throughout Asia, Europe and North America.

7. Was the carol “Silent Night” first sung accompanied by guitar in the church at Oberndorf, Austria, because:  
   a. The organist was sick  
   b. Writer Joseph Mohr preferred the guitar  
   c. Mice had gnawed through the organ and ruined it

8. Can it snow from clear skies?

9. Schools close for the holidays in North Pole, Alaska, but under what other conditions do North Pole schools close?  
   a. When there’s a polar bear hibernating in the bus  
   b. When there’s 24 inches of snow  
   c. When the temperature drops to 50 below

10. In the song “Grandma Got Run over by a Reindeer” what did Grandma go to get?  
    a. A turkey  
    b. Cranberries  
    c. Her medicine  
    d. Her teeth
Over the weekend of November 17th – 20th, a group of 15 students and 3 staff members from Residence Education attended the Southwest Association of College and University Residence Halls (SWACURH) Regional conference at Southern Methodist University (SMU) in Dallas, TX. This is the first time in the past four years that all 9 members of the Residents’ Interhall Congress (RIC) executive team attended the conference in addition to 5 delegates from various residence halls across campus. The SWACURH regional conference allows students from institutions in Texas, Oklahoma, Louisiana, Arkansas, and Mexico to connect and exchange ideas about programming and initiatives on their campuses.

For the first time in several years, the University of Arkansas submitted bids for the Program of the Year award, the Student Staff Member of the Year award, as well as participating in a programming case study competition. The Straight Shot, a program that took place in the spring of 2011, won the Regional Program of the Year and Tyler Overstreet (Pomfret delegate) and Joseph Van Matre (Gregson delegate) won 2nd place in the programming case study and received $75 to fund their program on campus. In addition, two of the student attendees, Cameron Mussar, RIC President and Ciara Coleman, RIC Programs Director and RA in Gibson Hall, presented at the conference on how to successfully program and how to implement a programming incentive grant based on their experiences as both RAs and RIC executive officers.

Overall the conference was a huge success. Many thanks to Sarah Kaminski, the National Communications Coordinator (NCC) for RIC, for organizing the delegation and facilitating a successful SWACURH experience! Thanks also to Jack Breffle, CRE for Holcombe/Futrall and co-advisor of RIC, and EmmaLe Davis, CRE for Maple South and co-advisor of NRHH, for attending the trip and getting the delegation to and from Dallas safely!
Lot 67, located on Meadow Street west of the HPER Building and south of the Indoor Practice Facility, will close on December 18, 2011. Lot 67 is the future site for the new football practice fields. Lot 2, located on Razorback road directly north of the Administrative Services Building, will close permanently on December 18, 2011. Lot 2 is the future site of the Information Technologies Building. If you park in these lots we suggest you park in lot 56 or 46. Lot 56 is located on the corner of Razorback Rd and Martin Luther King Boulevard and lot 46 is located on the corner of Razorback Road and Nettleship St.

Please contact Transit and Parking if you have any questions concerning the closing these lots. 479-575-7275 or http://parking.uark.edu/
1. c. Wind chill is the combination of wind and temperature and is based on the rate of heat loss from exposed skin such as that of a person or animal. As the wind increases, heat is carried away from the body at an accelerated rate, driving the body temperature down. Wind chill has no effect on cars or other objects.
2. Cranberry sauce
3. Hail is a chunk or stone of ice dropped from a thunderstorm. Sleet is frozen rain. Freezing rain is liquid rain that freezes to a surface such as the road or a tree.
4. False. It has been known to snow with surface temperatures in the mid 40’s. Temperatures are below 32°F in the clouds where the snow is forming.
5. a. 10 inches of snow melts down to about an inch of liquid rain.
6. False – turkeys are indigenous to North America, primarily in the U.S. from the Mississippi River to the Atlantic Ocean, and scattered throughout the western U.S. and northern Mexico.
7. c. The organ was unplayable, thanks to the mice
8. Yes. Ice crystals sometimes fall from clear skies when temperatures are in the single digits or colder. (I’ve experienced this in Wisconsin - it really is quite beautiful and exhilarating - kmp)
9. c. Only when the temperature drops to 50 below zero or colder
10. c. Her medicine

http://www.cwcu.org/youth/wintertrivia.htm
http://www.christmastrivia.net/quizzes/difficult-christmas-trivia
http://halife.com/trivia/tq02.html
http://community.harlequin.com/content/new-holiday-trivia-questionsfully-answered
http://www.allaboutbirds.org/guide/Wild_Turkey/id/

University of Arkansas Campus Dining has been recognized as a Center of Excellence. Several Housing staff were captured in a video commemorating this recognition. Right to left: Leon Smith, counter employee, student, Jim Barker, Jennifer Hudson, David Pitner and Charlotte Huffman. http://www.youtube.com/watch?v=ujfXfwsuNGg