

Wartburg West Housing Plan
Department of Residential Life

Implement for the 2010-2011 Academic Year

GOAL – To provide a housing system that will allow students traveling to Wartburg West to know where they will be living upon their return and to provide opportunities for these students to secure upper classmen housing. The idea is that this knowledge will boost enrollment to the Wartburg West program.

NOTE – This process will look the same for the Study Abroad program. Therefore, these two off-campus programs (WW and Study Abroad) will be able to combine in the process listed below, doubling the options for attaining desired housing. For this document, “Wartburg West” will be used but will include Study Abroad students as well.

Prior to Returning Student Housing Placement (Lottery Process) in February / March, the Residential Life Department will know what students are going to be traveling to Wartburg West for both Fall and Winter terms.

On the Waverly campus, the largest numbers of students are away from campus in May. With the Wartburg culture, (fall athletics, course schedules, housing, weather, etc.) more students go to Wartburg West in the winter than in the fall.

- Most Filled Beds on Waverly Campus – Fall term
- Less Beds filled on Waverly Campus – Winter term
- Fewest beds filled on the Waverly Campus – May term

With these numbers and our knowledge of students attending Wartburg West prior to returning student housing sign-up, a system of collaboration can occur to assist in the coordination of desired housing upon return.

Wartburg West Housing Process –

Before Step 1 - Res. Life Responsibility –

Get list of students from the Wartburg West Coordinators who have enrolled in the program for either Fall or Winter terms.

Step 1 – The Returning Student Housing Process occurs as normal.

- Wartburg West Fall students will not sign up for housing at this time.
- Wartburg West Winter students will sign up for housing during the process.

Before Step 2 - Res. Life Responsibility –

- Design a marketing campaign regarding the new Wartburg West Return housing process which will take place immediately after the Returning Housing Placement Process.
 - This marketing will call for all students attending Wartburg West in either the Fall or Winter terms to come to a “social” meeting to discuss on-campus housing prior to Returning student sign-up.
 - The Trumpet Newspaper
 - The Page
 - Students will be emailed
 - Posters will be hung.

Step 2 – Students attending Wartburg West in either Fall or Winter terms will attend “housing social.”

- At the meeting, the Fall Wartburg West students will be provided a list of Winter Wartburg West students who have attained housing during the Returning Student Housing Process (Lottery) and will be vacating their space for the Winter term.
- Students will begin networking to determine the best situation for their housing for the following year.

During Step 2 – Res. Life Responsibility –

- Provide “ice-breakers” and opportunities for students to “meet and greet.”
- Provide the list of all Winter Wartburg West students who have secured housing through the returning Student Housing Process (lottery).
- Discuss the process.
 - WW Fall students need to seek out WW Winter students who have secured housing that the WW Fall student desires upon their return. (This is done by using the list and meeting people at the social)
 - The WW Winter student then decides if the WW Fall student who has approached them is a good fit for the roommates, etc. If so, the WW Fall and Winter Student come to an agreement.
 - Hand Out ½ Year Student – to – Student Contractual Agreements.
 - This agreement states that WW Fall student and WW Winter student will be living in the specific space secured by the WW Winter student during the Returning Student Housing Process, for 1 semester each.
 - This agreement also allows students the opportunity to decide who will reside in the space for the May term. (Often times, the student coming back to campus after their Winter term at Wartburg West wants to live in the room they left after Fall semester. The Contract will allow for this to happen if the Fall and Winter WW students agree.)
 - The agreement will also have the disclaimer that specific housing is not guaranteed at Wartburg College for any students, but through this process, the likelihood of having the space you have signed up for is extremely likely.
 - Students could pull out of the WW program after going through this process.

- Students could withdraw from Wartburg entirely after going through this process.
- Unimaginable variables could come into effect. (maintenance issues, roommate issues, students with disabilities need a specific room you signed up for, etc.)

Step 3 – After the “social,” the students will use the list and collaborate with one another.

- The Fall WW students are responsible for securing their desired space through discussions with Winter WW students who have already lined up spaces.
- The Fall WW students are responsible for the contractual agreement and submitting it to Residential Life by the Assigned Date.

Before Step 4 – Res. Life Responsibility –

- Send a reminder email to all the Fall Wartburg West Students to submit the signed agreements to the Residential Life Department by the ASSIGNED date.

Step 4 – The Fall WW student needs to submit the Contractual Agreement (signed by the Winter WW student) by the Assigned Date.

After Step 4 – Res. Life Responsibility –

- Inform the WW students, both Fall and Winter, of their secured housing for the upcoming year and their “room swapping” partner.

Encouraging Pieces to the System –

- Gives students the opportunity to secure upper class housing for the term they are on the Waverly Campus.
- Gives WW Winter students the opportunity to come back to their Fall Waverly location if they can get that coordinated with the student they are swapping the room with. This give the WW Winter student something to buy into regarding the process.
- Students will know where they are going to be living and who they will be living with.
- The system drives the students to create connections and make decisions on their own, instead of Res. Life making the decisions (which the students are always unhappy with) for them.

Res. Life Goals –

- All WW participants will attend the “Social.”
- All WW participants will make connections for potential “room swapping” partners. If not, Res. Life will assist the students in making those connections at and after the social.

- WW Winter students will be communicated with by Res. Life in late November, early December, instead of early January regarding their exact location when they return to campus (which they will already know, but in case something changed).
- Students will be more satisfied with their housing when they return to the Waverly campus.