

Aquinas College LLC Application Packet | 2012-2013 | Cover Letter

Dear Living Learning Community Applicants,

Thank you for your interest in living in the Living Learning Communities (LLCs) for the 2012-2013 academic year. The LLCs will be located in up to five houses on campus—Fulton, Gate, Knape, Meijer, and Woodcock—and in Dominican Hall. The Living Learning Community program and application process is outlined in this packet. LLCs are different from other living options on campus in that:

- LLCs are designed to give students a unique opportunity to live with other students who share similar passions and goals for learning.
- LLCs give students the opportunity to choose their own focus and create their own programming for the year.
- LLCs provide the opportunity to interact closely with a faculty member who will serve as the LLC advisor.

This application packet should be completed collaboratively by all students who are applying together for residency in an LLC for the 2012-2013 academic year. The Living Learning Community Selection Committee will evaluate your application in each of the following areas:

- Your ability to either fill a house or an 8-person community in Dominican Hall to its full occupancy. As part of this application, you will provide a list of team members who intend to contribute to the application process and live in the LLC, should it be accepted. Priority will be given to groups with the majority of students being sophomores for the 2012-2013 academic year. You will identify a team point person that will be the primary contact throughout the application process.
- The quality of your responses to the essay questions contained in this packet.
- The quality of a 20 minute presentation, which you will provide to the Selection Committee, outlining the intended focus of your LLC and your ideas for its implementation.

The following section will explain in greater detail the entire process and the LLC program. Please complete and read carefully through each section of the application. Completed applications should be returned by Friday, February 3rd at 5:00 p.m. to the Residence Life Office.

Upon turning in your application, you will be asked to sign up for a presentation time in the Residence Life Office. It is expected that the majority of your team members will be present for the presentation.

I look forward to considering your application.

Thanks,

Matthew Delaney, M.A.
Area Coordinator for Woodward Area/LLC Coordinator
616-632-2955
msd002@aquinas.edu

Aquinas College LLC Application Packet | 2012-2013 | LLC Description & Expectations

LLC Program Description

Students should apply together as a team for selection and placement as an LLC community. Groups should have no less than 6 team members and no more than 15 team members. Alternates are permitted and encouraged.

Groups will have the opportunity to rank order the physical location of their housing (e.g. Fulton, Gate, Knape, Meijer, Woodcock, or Dominican Hall). Houses range in occupancy from 6-15 students. The exact occupancy of each house is listed in the "House Information" section below. Dominican will be arranged in groups of 8 living on the same floor.

Teams will be evaluated on their ability to fill a house or floor to maximum occupancy. Teams will be considered for placement in locations that have enough space to accommodate the number of team members on the roster (not including alternates). If a team is selected for occupancy in a location that has more spaces than team members, the team will have the opportunity to recruit additional members to reach capacity. Complete LLC rosters will be due to the Residence Life Office by March 2, 2012. The Residence Life Office reserves the right to place additional students in any unassigned LLC spaces after March 2nd.

While all LLCs will have common expectations, each community will have a unique focus depending on the passions and interests of the students living there. Programming for LLCs must have a learning component. LLCs will be expected to plan and execute a variety of activities that will allow residents to gain new knowledge or skills. Groups are encouraged to use creativity in selecting their focus. Further expectations of LLCs include the following:

- I. Adoption of a theme and mission which should set a direction for the LLC. The theme should:
 - a. Be agreed upon by all LLC members and explained in the LLC Presentation.
 - b. Extend beyond the LLC and provide some value to those within the Aquinas Community and/or beyond.
 - c. Be congruent with the mission of Aquinas College.
- II. Incorporation of a learning component: An LLC can adopt a theme that is purely academic (e.g. "Education House") or an LLC can adopt a theme that simply incorporates elements of learning (e.g. through planned events and activities).
- III. Development of an enhanced community: The RA for each LLC will collaborate with members to build a strong community.
- IV. Student ownership over programming: The RA and members of each LLC will collaborate to sponsor programs and events that fit the mission of the LLC. It might be easier to think of DOING and PURSUING as elements of the LLC:
 - a. An example of something a "Service LLC" might "DO" together might be a "mitten tree project," which would include advertising the program, donating items, or knitting scarves, hats, or mittens for needy families.
 - b. An example of something a "Study LLC" might "PURSUE" together might be a goal such as having a "house GPA of 3.0" and students might arrange study groups for common courses.

- V. Once an LLC is selected, members will collaborate with the Area Coordinator to identify and recruit:
 - a. Additional members until the LLC has reached full occupancy.
 - b. A faculty member to serve as the LLC advisor and be involved on a monthly basis with LLC activities.

LLC Team Member Expectations

Team members are expected to be active shapers of their community. The RA, assigned by the Residence Life Office through the RA selection process, will act as a “collaborator” with regard to community building and programming. Expectations for each team member include.

- I. Being present for all LLC meetings.
- II. Taking part in the planning and implementation of LLC events:
 - a. Members should plan on taking part in at least 4 programs that reach beyond the LLC and 6 community building events designed for members of the LLC to interact throughout the course of each semester.
 - b. Members should be present at 75% of events sponsored by their LLC and be engaged in the planning process for those events.
- III. Maintaining a high level of cleanliness in the community.

LLC Information Sessions:

Monday, January 16th from 10:00-10:30 p.m. (During SAC), location: St. Joe Lounge

Monday, January 23rd from 10:30-11:00 p.m. (During RAC), location: Regina Lounge

Students will have the opportunity, at the Siena and Regina Area Council meetings, to learn more about LLCs. This will be an opportunity to meet Matt Delaney, LLC Coordinator, and current LLC RAs to ask questions and gain a better perspective of LLC housing and the application/presentation process.

LLC Open House Tours: Sunday, January 29th from 3:00-4:30 p.m. or 4:30-6:00 p.m.

Students will have the opportunity to see each of the five LLC houses and Dominican Hall to explore the benefits of living in an LLC. Snacks will be provided. Students will meet at the Wege entrance and have a guided tour by current LLC RAs. The tour will end in the Donnelly Center for a brief Q&A about LLCs.

LLC Application Packet Due: Friday, February 3rd at 5:00 p.m.

Students should turn in one completed packet per team to the Residence Life Office located in lower Regina. At that time you will be asked to sign up for a time slot for the LLC Presentation.

LLC Presentations: Thursday, February 9th and Friday, February 10th

All team members listed on the application should be present for the presentation. Presentations will be held in the conference room of the library and students will present to a selection committee, including Dr. Jennifer Dawson, Associate Dean of Student Affairs, Brian Matzke, Dean of Student Services, Julie Blaszak, Director of Residence Life, and Matthew Delaney, Area Coordinator for Woodward Area/LLC Coordinator. Presentations will last 10-15 minutes with 5-10 minutes for the selection committee to ask questions.

LLC Housing Decision Letters Sent Out: Monday, February 20th

Students will be notified if they have been selected to live in an LLC, including placement of team members.

LLC Floor Plan Due: Friday, March 2nd

Any spaces that aren't occupied by the presenting team must be filled by Friday, March 2nd. The Residence Life Office prefers that groups will recruit enough students on their own to fill their LLC. However, the Residence Life Office reserves the right to place additional students in any unassigned LLC spaces after March 2nd.

LLC First Meeting: March 12th-16th

Students will meet with their RA and Matt Delaney, LLC Coordinator, to confirm the floor plan. At this time the floor plan should be completed if there were more rooms available than members of the team. At this first meeting, the team will also confirm participation of the faculty member who would serve as the LLC Advisor.

Aquinas College LLC Application Packet | 2012-2013 | Team Information

THE REMAINING PAGES ARE THE "APPLICATION" THAT MUST BE TURNED IN TO THE RESIDENCE LIFE OFFICE DURING NORMAL BUSINESS HOURS MONDAY-FRIDAY 9:00 A.M.-12:00 P.M. AND 1:00 P.M.-5:00 P.M. YOU MAY SIGN UP FOR A PRESENTATION TIME UPON TURNING IN YOUR TEAM MEMBER SIGN UP AND ESSAY QUESTIONS.

ALL STUDENTS MUST BE OF THE SAME SEX TO SIGN UP ON THIS FORM. PREFERENCE IS GIVEN TO GROUPS THAT HAVE THE MAJORITY OF MEMBERS BEING SOPHOMORES. PLEASE PRINT CLEARLY AND USE INK.

Occupancy (numbers represent spaces for residents)

Fulton, 1862 E. Fulton Street: 8 (plus RA)
Gate, 1605 Robinson Road: 10 (plus RA)
Knape, 63 Woodward Lane: 15 (plus RA)
Meijer, 155 Woodward Lane: 11-12 (plus RA)
Woodcock, 43 Woodward Lane: 6-7 (plus RA)
Dominican Hall, in groups of 8

Preferred Location:

First Preference: _____

Second Preference: _____

Third Preference: _____

Initially, you should assemble a team of no less than 6 and no more than 15 members to sign up. Alternates are encouraged. The Residence Life Office will assume that anyone signing up as a "team member" on the next page is committing to being a part of the interview process and to living in the LLC for the upcoming academic year should you be accepted. Groups that are accepted for occupancy in locations that have more spaces than team members will have the opportunity to recruit additional members to fill the LLC to capacity. Final floor plans are due March 2nd. LLCs are expected to maintain 100% occupancy. Any team member who will not be living in the LLC for one of the semesters (for study abroad) should have an alternate indicated on the final floor plan.

LLC Advisor

Each group should connect with a faculty member who is willing to serve as an advisor to the LLC. The advisor would ideally be present on move-in days in August and January, as well as at LLC programs and events. These interactions can be formal or informal, but ideally the advisor will serve as a mentor and offer support and encouragement to the LLC. At this time, we ask that you list the name of at least one faculty member who has confirmed interest in the opportunity to act as your advisor. We will confirm participation in March. Note: The listed faculty member does not need to be present for your presentation, although he/she is welcome to attend.

Essays

Please answer the following questions. All responses should be typed and attached to this document. The essay should be 3-4 pages in length, typed, double spaced, in 12 point font with standard 1 inch margins. This document is a collaborative response and all team members should partake in completing the 3-4 page essay responses.

1. Explain why you have decided to apply for living in an LLC. How do you think living in an LLC will be different than a traditional residence hall?
2. What is your theme and how is it connected to the mission of Aquinas College?
3. What are some of the goals (personal, academic, and social) that each team member has for the upcoming year? How will your goals be reached by living in an LLC?
4. What do you foresee as some of the challenges to living in a house or a wing in Dominican Hall? How do you plan to navigate those challenges successfully?
5. What have you learned, since coming to college, about living in a residential community? What have you learned about achieving success as a college student? How might you apply these principles as a sophomore or upper-class student living in an LLC?
6. How would you collaborate with your faculty advisor? What would your expectations be for the advisor?

Presentation

You should sign up for a presentation time upon turning in your application materials to the Residence Life Office.

Applicants should prepare a 15-20 minute presentation introducing their Living Learning Community to the selection committee. The presentation itself should last 10-15 minutes and have a 5-10 minute question period. Presentations can take whatever form the proposing LLC feels best represents their community (e.g. a video, PowerPoint, performance, etc.). The following areas should be covered in the presentation:

1. **Goals:** *These goals will be supported in their implementation by the RA, the Area Coordinator, and the Faculty Advisor*
 - a. **Theme** - The theme is simply what the team envisions as the uniting theme that will lead into the mission of the LLC.
 - b. **Mission** – The team should explain why the members would like to live together and what they hope to accomplish as an LLC in the coming year. Included in this portion of the presentation should be some collective learning goals for the LLC.
 - c. **Learning Goals** – The LLC members should connect their theme and mission with the types of learning experiences they hope to have through living in the LLC. Examples include: cultural outings, multicultural experiences, study groups, service learning, and career advancing experiences.

- II. Actions: Concrete examples of programs and initiatives you will take on as an LLC.
 - a. A thoughtful, detailed plan for a program or project for the following academic year, which should include:
 - i. Name and description of the program
 - ii. The way that the program supports the mission of the LLC
 - iii. Total cost of event and detailed funding plan
 - iv. Tentative date (this can be as vague as “The first week in October”)
 - b. Community standards for the LLC that you will hold each other accountable to and the consequences for failing to adhere to those community standards. Standards can range from chores to behavior within the community.