Charter for ASIA House 2018-19

Mission of ASIA House

ASIA House strives to provide support and foster community for students who hold identities they feel resonate with the house name, and/or students who are passionate about advocating and educating around issues and topics connected to Asian culture. Asia House is an extension of the Office of Intercultural & International Life, therefore part of the mission is to create purposeful programming that will provide educational and social opportunities for students to learn and explore Asian and Asian American cultures and related topics. All Carleton community members are invited to participate in ASIA House programs.

Goals

1. Provide a common space for ongoing discussion and support around issues specifically related to Asian and Asian Americans.
2. Be inclusive and respectful of students, faculty, staff and alumni.
3. Provide a shared living experience through which residents of the house learn from one another and build varying perspectives surrounding Asian/Asian American issues.
4. Provide educational opportunities and social programming addressing a variety of issues relating specifically to Asian/Asian American topics.
5. Support the overall mission of the Office of Intercultural & International Life

House Resident Expectations

ASIA House is expected to provide programming and foster community while continually ensuring that all house goals are met throughout the academic year. House residents are required to assist in the planning and participate/attend all mandatory programming. The mandatory programming requirements include:

- OIIL Block Party (Fall Term)
- Joint program between: OIIL/GSC Houses (Winter Term)
- International Festival (Spring Term)
- Per Term:
  - One academic event centered around house charter
  - One social event open to the community
  - One House event dedicated to house residents doing community building
  - One House event dedicated to attending a campus event as a House (event not associated with OIIL)

House Meetings

House meetings are essential in order to continually update and check in with all house residents. There will be a minimum of 4 house meetings per term. These meetings are
required by all residents to attend unless a medical, family, or academic obligation occurs. These meetings should address:
- Programming ideas
- Programming updates: Delegating duties and planning
- Housing concerns: Maintenance, upkeep or social
- Updates from OIIL

Selection Process

The Offices of Intercultural & International Life oversees the selection process of house residents. Applicants are expected to complete an online application and submit any additional supporting documents to OIIL. Selection of house residents for the upcoming year will be made on an individual basis after an interview is conducted. House placement is held annually for all house slots.

Procedures for Removal

Any member of the house who is disruptive or fails to contribute to the community goals will be removed from ASIA House. The following procedures will be used when conflict or disagreements arise:

1. All house members will attend a meeting for the purposes of reviewing expectations and resolving conflicts.

2. If conflicts or disruptive behavior continues, a mediation session with an Intercultural & International Life and/or Residential Life staff member will be required.

3. The Intercultural & International Life /Residential Life staff will determine how to resolve the conflict, which may include removal of a house member

1 on 1 meetings:

Each house member is required to meet bi-weekly with the designated Supervisor from OIIL. If more than one meeting is missed, consideration for removal from the house will be addressed.

House Meetings:

At each House meeting, attendance will be taken and house members who miss multiple meetings outside of academic obligations will be considered for removal from the community.

Social Events:
Social events and parties may be held in the cultural houses so long as the rights of other residents and neighbors are respected. Although these events may be held, the reputation of the house will not be surrounded by such gatherings. Social event hosts and the occupants of the house hosting the event are responsible for the behavior of their guests and for ensuring that all applicable College regulations and OIIL expectations are respected.

Violation of these guidelines and or if the supervisor from OIIL sees fit, a house can be designated as substance-free for the remainder of the term and or academic year.

If the substance-free designation is violated, house members involved will be immediately removed from their placement in the house.

**Reporting:**

House managers are responsible for informing their supervisor of the lack of attendance of residents at house meetings, house members not fulfilling their role in the required programming of the house and any conflict or disturbance in the community that they are aware of.

House managers will also inform OIIL of any programming outside of OIIL specific required programming a week prior to executing the event.

A google spreadsheet will be created to document house meetings and events. House managers, as well as residents, will have access to this document.

**Fall Week 1**

**First Tuesday, Week 1** (All house meeting, 5-5:45pm, Location: AGH Library and Meeting Room)

- Introductions
- Review of OIIL/GSC and house missions
- General House expectations
  - Responsibility to each other, parties, maintenance, programming, house meetings etc.

(Individual House Meetings, 5:45-6:30, Locations: respective houses)

- Discuss house expectations/ visions
- Discuss programming goals and brainstorm programming for the term
- Develop initial chores list for the house

**OIIL House Resident Expectations**
Interest Houses provide an opportunity for groups of students to live together for the purpose of exploring a common theme or connection. The group defines goals and objectives, and members of the group agree to work toward achieving the stated goals. Some Interest Houses are operated with collaboration from a College office. These houses work closely to fulfill not only the mission of the house but also the values of the office they work with.

OIIL offers three housing communities; Freedom House, ASIA House, and La Casa del Sol. Success within these communities heavily relies upon residents’ commitment to fostering an inclusive, respectful, and accountable environment. As a house, you will define some of these expectations before and throughout the term. OIIL also holds its residents to expectations.

Responsibility to House Members
* Determine as a group during the first house meeting

Responsibility to OIIL
Students living within a Cultural house commit to creating inclusive, accountable, and respectful spaces in and outside of the house environment. Students represent OIIL which requires that they understand and adhere to campus policies and community standards. Residents are expected to participate in house programming and intentional effort towards community building.

Responsibility in Maintenance of House
Living within a small, interest community requires frequent communication regarding how certain spaces are used. House members should create their own systems that allow equitable use and treatment of shared spaces such as the kitchen, bathrooms, basement, living room, and lounge spaces. Residents are expected to participate in regular upkeep of the house as it is often used as a programming and meeting space. Students should communicate with their House Manager to learn how to complete a Facilities Work Request if there are larger maintenance concerns that require attention.

ASIA House Institutional House Agreement
I understand that if I continue to live in ASIA House, I am required to contribute to the common goals of the community. Failure to function within the set of guidelines established by the community could result in the loss of Institutional Housing or reassignment into available college housing.

Resident Name (Please print)

Resident Name (Signature)  Date