RESIDENT ASSISTANTS FOR RESIDENCE HALLS

I. PURPOSE

Describes conditions and scholarships for Resident Assistants.

II. LEGAL REFERENCE

No policy found in the TASB Policy Manual.

III. DEFINITIONS

On-duty: physically present on site and accountable for assigned job obligations in the residence hall area, including the building, porches, and grounds of the assigned residence hall.

Off-duty: having no restrictions other than those required of all other students at Wharton County Junior College.

IV. POLICY

A. The College awards room scholarships to students in return for serving as assistants to the Residence Hall Supervisors. Resident Assistants (RAs) must reside in a residence hall and purchase a meal plan. Board is not provided as part of the scholarship.

B. The College awards one RA scholarship for Mullins Hall, one RA scholarship for Brooking Hall, and two RA scholarships for Frankie Hall.

C. RAs are not employees of the College but are awarded room scholarships in return for service. The scholarship is awarded for one semester but may be extended at the discretion of the College.

D. An RA must be a full-time student unless permission is obtained from the Vice President of Student Services and must be of the same gender as the residents in the residence hall where he or she resides.

E. RAs may secure part-time employment that does not interfere with the responsibilities of their positions as RAs. Such employment must be approved by the Residence Hall Supervisor.

F. All rules and regulations for students living in the residence halls apply to the RAs unless waived in writing by the Vice President of Student Services.

(POLICY APPROVAL, Board of Trustees, amended 1-21-14)

V. PROCEDURES

A. The Residence Hall Supervisor will provide a list of recommended RA scholarships to the Vice President of Student Services.

B. If an RA does not fulfill the duties as required, a prorated amount of the scholarship must be repaid to the College.

C. RAs are supervised by the Residence Hall Supervisor in the residence hall where they are assigned.
D. RAs are on-duty from 6:00 P.M. until 2:00 A.M. at least one evening per week. During this time, the Residence Hall Supervisor may be off-duty.

E. RAs are on-duty from 6:00 P.M. Friday until 6:00 P.M. Sunday for one weekend during every four-week period. During this time, the Residence Hall Supervisor may be off-duty.

F. RAs are on-duty during all check-in and check-out procedures at the beginning and end of each semester.

G. Responsibilities begin prior to the opening of the residence halls each semester and continue through the closing of the hall. RAs are notified in advance of the time they are to report for duty. The RA must remain in the hall until all students have left for vacation and be back before the halls open after a vacation period. Permission to leave early or return late must be obtained from his or her supervisor.

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