The Treehouse Charter
Dickinson College Center for Sustainable Living
Last updated 1/27/2020

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Mission Statement:

The Center for Sustainable Living, or "Treehouse" is a special-interest house that seeks to raise awareness for alternative lifestyles and foster a sustainable atmosphere. As a community and a house we:

- Provide a location where sustainably minded students can live together and work together to support and promote sustainability efforts among themselves and throughout the College campus.
- Provide a location for the exploration of communal living in which house residents discover interconnectivity and codependence.
- Foster an atmosphere of awareness about sustainable living and responsible social, environmental and economic action amongst the campus community.
- Provide a forum for dialogue and idea exchange relating to sustainability and the future on campus through a variety of events, such as Open Mic Nights, Soup and Bread Discussions, and Open houses.
- Showcase green technology to the campus and community through our LEED certified building.

Philosophy:

As an intentional community of fourteen students, we are much more than a house. We are a living, breathing, morphing organism, manifesting and incorporating intention, responsibility, awareness and consciousness into our daily existence.

We, as a community, believe that society's current way of living is inherently unsustainable. We serve to explore and showcase technological, cultural, infrastructural and personal sustainable lifestyle options.

We, as a community, acknowledge that every individual is essential to the forthcoming sustainability movement. We believe every individual has a unique, important perspective to bring to the table. We strive to create an open, creative and safe space for conversation, idea sharing, and debate.

We, as a community, acknowledge what we see isn't always the full picture. Our actions may have unforeseen, unintentional consequences. We strive to discover and be conscious of the impacts our decisions have upon us and upon people and ecosystems that do not directly surround us. We strive to foster this sense of responsibility among the greater campus community.

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We, as a community, believe that sustainability is more than environmentalism. We encourage our peers to view sustainability through three lenses: environmental protection, social justice and economic viability. Only when these three ideas are aligned, will there be true sustainability.

We, as a community, believe that as house members we must practice personal sustainability. We recognize the importance of the spiritual, emotional, and psychological dimensions of sustainability and strive to incorporate these aspects of life into our programming.

House Member Expectations:

Meetings:

As a member of the Treehouse, each individual is expected to attend a weekly Sunday night meeting beginning at 8 pm. These meetings are mandatory and essential for a cohesive household. If a house member is absent, the group in attendance will come to consensus on whether decision-making on a proposal should be postponed until the next meeting or not.

The meeting agenda, set by the house manager, will follow the general format of:

- **Highs, Lows, and Job Updates-**each member shares the high and low of their week and updates the rest of the house on their house jobs.
- **Old business**- reflection of the previous week's events and a review of unconcluded business.
- **New Business-** planning events for the house, beginning new initiatives, announcements pertinent to whole house
- **Questions, Comments, Concerns, and Affirmations-** opportunity for house members to compliment and thank others, or discuss concerns affecting the entire house.

All decisions at the Treehouse are made by consensus. At each house meeting there is a facilitator and an empath. The house manager facilitates the first meeting, but from then on, house members will all take turns as facilitators. The previous week's facilitator will become the empath at the next meeting.

The **facilitator** shall be responsible for assisting the group to come to consensus decisions by clarifying sentiments and interests of individual house members, asking questions, summing up the group position, and ensuring that the process is conducted in a fair manner and all house members have an opportunity to express their views without

intimidating others or monopolizing the floor, and to ensure that the consensus decision-making process is followed. If the facilitator feels unable to facilitate discussion and decision making in an unbiased manner or is otherwise unable to perform their role, a new facilitator will be appointed.

The **empath** shall be responsible for "watching the vibe" of meetings, to ensure that the atmosphere does not become too hostile, emotional, intimidating, disrespectful, etc. and to ensure that all house members feel comfortable and able to share their views, and that the consensus decision-making process is followed.

Consensus will be reached through the use of **Hand Signals**:

- **Agree:** symbolized with thumbs up.
- **Further Discussion:** symbolized with a palm up. It indicates that the proposal be discussed further, or that the individual has thoughts they would like to add to the discussion.
- **Stand aside/abstain:** symbolized with a peace sign or V for victory. This could constitute either a desire to express reservations but allow a proposal to pass, or a choice to refrain from expressing a yes or no position for any reason.
- **Declare Reservation :** symbolized with a thumb down. Use of a block halts deliberation on a proposal and prevents a proposal from being passed. In the spirit of consensus decision-making, a block should be used sparingly, and only in extreme circumstances after careful consideration of the group's position and the good of the house. Outright blocking before declaring reservations and further discussion is strongly discouraged.
- **Block:** symbolized with a fist. Indicates severe reservations and should only be used in extreme circumstances. This stops the voting process.
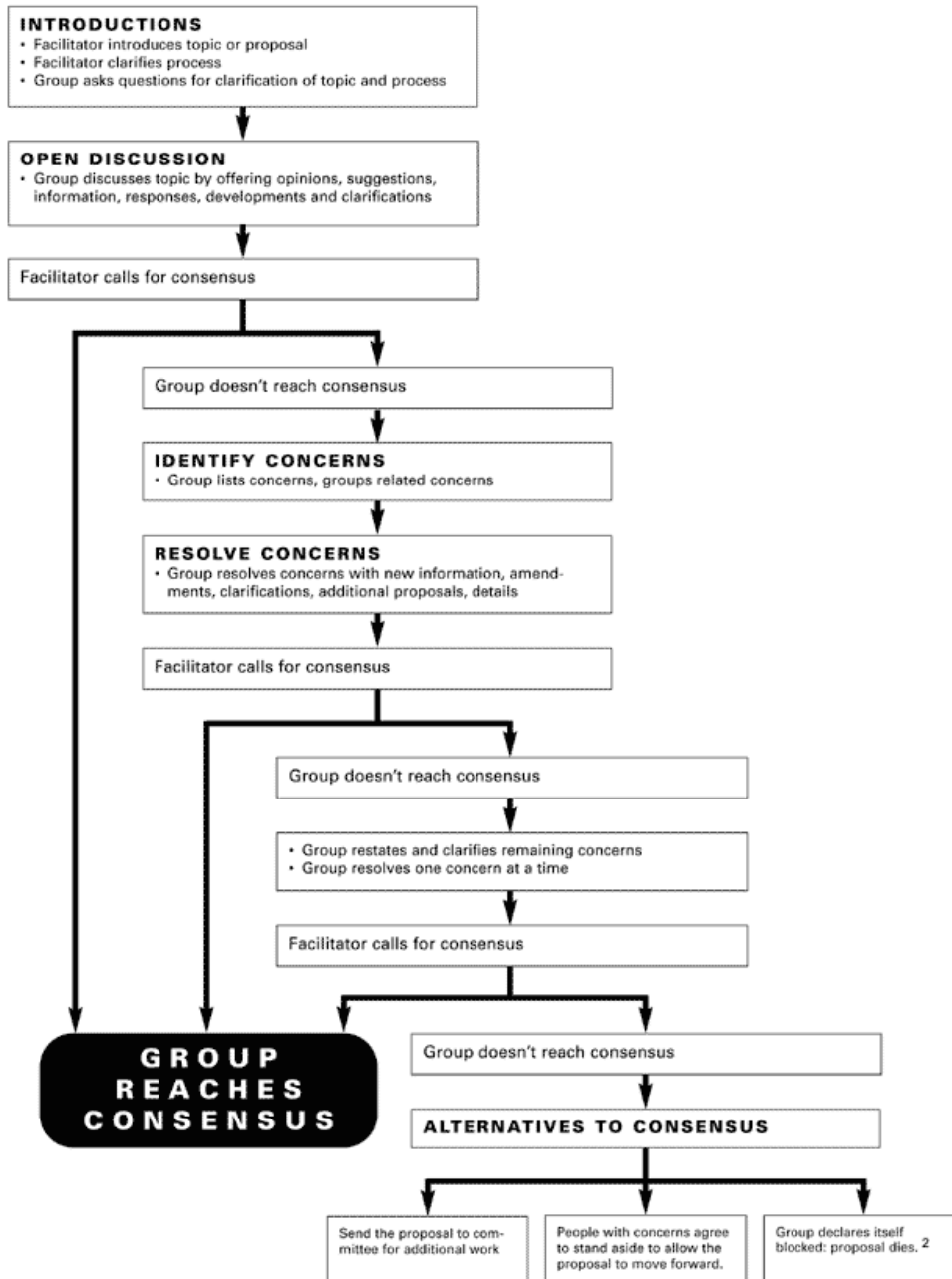
Consensus Decision-Making Process
The Treehouse consensus decision-making process shall be conducted as follows:

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Consensus Decision-Making Process

INTRODUCTIONS
- Facilitator introduces topic or proposal
- Facilitator clarifies process
- Group asks questions for clarification of topic and process

OPEN DISCUSSION
- Group discusses topic by offering opinions, suggestions, information, responses, developments and clarifications

Facilitator calls for consensus

Group doesn't reach consensus

IDENTIFY CONCERNS
- Group lists concerns, groups related concerns

RESOLVE CONCERNS
- Group resolves concerns with new information, amendments, clarifications, additional proposals, details

Facilitator calls for consensus

Group doesn't reach consensus

- Group restates and clarifies remaining concerns
- Group resolves one concern at a time

Facilitator calls for consensus

GROUP REACHES CONSENSUS

Group doesn't reach consensus

ALTERNATIVES TO CONSENSUS

Send the proposal to committee for additional work.

People with concerns agree to stand aside to allow the proposal to move forward.

Group declares itself blocked: proposal dies. [2]

C.T. Lawrence Butler and Amy Rothstein, "On Conflict and Consensus," (Food Not Bombs Publishing, 1991)
Reproduced with permission in "The Performer's Guide to the Collaborative Process" by Sheila Kerrigan (Heinemann, 2001)
and in "How to Bring a Group to Concensus," by Sheila Kerrigan (Community Arts Network 2004) www.communityarts.net

For decisions that require a lot of discussion, a talking stick can be used [*Talking stick- an object passed around the group where the only person allowed to speak is the person holding that object*] if necessary to make sure that all voices are heard and minimize interruption.

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> **Consensus yes**- All house members vote yes, and there is fewer than 5 house members abstaining from voting.
> **No consensus**- One or two house members vote no, or there are 5 or more members abstaining from voting.
> **Consensus no**- Three or more house members vote no.

Jobs:

Each semester officers shall be selected by a consensus decision of the active members present at the first general Treehouse meeting. However, the House Manager must be decided upon the semester before, prior to the departure of current residents, so that the House Manager can do summer planning and lead the first and following meetings. New officers will begin duties at the start of the academic year and hold office until the next semester, unless officers agree to exchange duties. It is the duty of all house members to train and familiarize new officers with their duties.

The officers and duties are as follows:
**More detailed descriptions of each of the specific jobs can be found in a document on the Treehouse gmail (treemail@gmail.com). These should be updated every semester by those doing each job.

The **House Manager** will be responsible for:
- Setting the agenda for Treehouse meetings.
- Acting as a liaison between the house and the College (especially the Office of Student Life).
- Serving as a representative and contact person for the College.
- Maintaining contact with the house residents and the faculty advisor, ensuring that everyone in the house feels involved and comfortable with the living situation.
- Acting as a point person, along with the secretary for scheduling and managing all house tours.
- Being the point person for renewal of the Special Interest Housing application.
- Organizing the table for Special Interest Housing fair and other events as needed.
- Reviewing/updating the Treehouse constitution as needed.
- Collecting and disseminating pertinent information about the house to house members

The **Historian** will be responsible for:
- Taking and collecting photos of house events and members
- Compiling the scrapbook
- Updating the family tree

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The **House Betterment Committee (2)** will be responsible for:
- Maintaining contact with Facilities Management to report problems with the house using Dickinson Repairs or contacting the Supervisor of Customer Service Facilities.
- Encourage Treekids to consider improvements to the house and bring these ideas forward at meetings.
- Leads projects in or relating to the advancement of the house and its goals

The **Soup and Bread Dinner Coordinators (2)** will be responsible for:
- Keeping track of meal point numbers and plans for everyone in the house.
- Handing in the meal numbers of residents and dinner attendees to Dining Services 10 days before a meal.
- Planning for two soups and two varieties of bread, including a vegan-friendly option for each
- Ordering the appropriate amounts of food needed through Dining Services at least 2 weeks before a meal
- Creating a schedule for preparations, cooking, and clean up after the dinner
- Contacting the speaker for the dinner and coordinating with them as needed

The **Ecosystems Manager** will be responsible for:
- Educating fellow house residents about compost and vermiculture systems
- Procuring gardening supplies
- Furthering permaculture within the Treehouse's ecosystem.
- Ensuring that Treekids mow the lawn using push mowers. (Create a schedule if necessary.)
- Ensuring that garden beds are weeded

The **Public Relations Team (2)** will be responsible for:
- Chalking for events such as open mic nights and soup and bread dinners
- Registering events with Student Life 2 weeks in advance
- Finding opportunities for public relations and working with house residents to write articles for the Dickinsonian or the Square as needed
- Updating the Treehouse webpage on a semesterly basis
- Create a gateway for people interested in the Treehouse
- Maintaining contact with LIS if there is a problem with the webpage
- Acting as point person for the facebook, twitter, and instagram accounts.

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The **Campus and Community Outreach (2)** is responsible for:
- Planning events for the Dickinson and Carlisle communities or finding ways for the Treehouse members to volunteer to help community members..
- Helping the Treehouse to become involved in other organizations on campus, including other special interest houses.
- Helping the Treehouse to have a greater presence in the Dickinson College and Carlisle communities.
- Brainstorming, planning, and delegating for the projects in a given semester held on campus or relating to Dickinson students.
- Enlisting the help of the Public Relations Committee as well as other house members to brainstorm ideas for events and advertising.

The **Alumni/Admissions Liaison** is responsible for:
- Working with admissions to keep tour guide materials up to date and accurate
- Organizing and engaging with admissions about key tour dates and accepted student days
- Leading or delegating tours in the house
- Keeping house members informed via group chats about when tours are coming through
- Use the alumni/Treefriends Facebook group to keep Treehouse members (past and present) connected
- Work to connect with more Treehouse alums and find out what they are up to
- Invite Treehouse alums to Snags and Saplings

The **Record Keeper** is responsible for:
- Recording notes at meetings
- Archiving and organizing meeting minutes on the google drive
- Organizing paperwork and applications during the application and decision process
- Collecting treefund monies
- Updating house on purchased items and treefund balance

The **Arts Curator** is responsible for:
- Compiling and publishing the leaves publication
- Organizing at least one house art project per semester
- Rearranging old art and family trees and putting up new art
- Working with campus and community outreach to organize collaborative artistic events (ie. electric open mic, 500 block events)

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Community Interaction:

As part of the Treehouse Intentional Community, members are expected to be active in house gatherings, events and initiatives. This requires a commitment of time and energy, however we believe it is within peer-to-peer interaction that much learning and growth occur. House members are encouraged to be aware of their own and their housemates engagement. Along these lines, part of being part of a community is supporting one another. It is the responsibility of all house members to support one another at all times. This includes recognizing and acknowledging accomplishments as well as offering constructive feedback. Community standards and expectations are based on an honesty policy and the peer-to-peer enforcement. If a house member were to violate these standards and expectations it would be addressed at a house meeting, or brought to Student Life for violations of high concern.

Member Recall:

House members showing noticeably little participation and/or respect for the house, its purpose, or fellow residents may be brought up by house members to the house manager. In this case, these house members may convene and discuss the reviewed member's participation history. If decided that the member should not be recalled, the house manager will have a discussion with the member in question about how he or she can improve their participation in the house. This can be done with the help of Campus Life to facilitate. If decided that member recall might be the best option, the house manager will go to Campus Life for help in discussing and recalling this member.

Community Standards:

At the Treehouse, there are several "rules" that members follow on a daily basis. Guests are expected to follow these rules to the best of their ability

Showers:
Each semester, all members of the Treehouse shall set challenging personal goals to limit shower time and temperature. These goals are to be discussed between roommates as a means of keeping residents accountable. Shower times are based on the honor system and are self-timed.

Laundry:
Laundry is to be done only as needed. House members are encouraged to combine loads to ensure that each load washed is a full load. Loads are run on "Bright Color" settings so

as to optimize water and electricity conservation. All clothes will be line dried. House members are encouraged to use biodegradable and organic laundry products.

Electronics and Appliances:
Treehouse members are discouraged from bringing non-essential electronics into our house. Micro fridges, printers, video games, electric razors, electric toothbrushes, hair appliances, amplifiers, etc. are all **strongly** discouraged. Every house member is encouraged to buy a power strip that can be turned on and off. When appliances are not in use they should be unplugged in order to minimize our house's "phantom load." House members are encouraged to purchase energy efficient electronics.

Lighting:
House members should strive to use lights as little as possible. This means using daylight instead of artificial light during the day, and using individual lamps instead of big overhead lights at night. Treehouse members are expected to turn off all lights when they leave the room.

Water Bottles and Bags:
House members should be using reusable water bottles and bags. Reusable water bottles are better for one's health and the health of the planet. An ample supply of reusable bags is available for house use.

Compost:
All food scraps and organic matter are composted and should be kept in a green compost bin outside. Residents should coordinate with student farm workers to have the full compost bins taken to the farm.

Community Spaces:
All members of the Treehouse are encouraged to fully utilize community spaces, which include the kitchen, the common room, the laundry room, and upstairs living room. When using these spaces everyone is asked to be conscious of the needs of others. House members are expected to clean up after themselves.

Kitchen
Fridge and Storage: The fridge and shelving areas are open for use to all house members. These shelves are labeled according to roommate pairs in order to better organize the food space. Foods that are not used on a regular basis should be kept in one's room.

Eating Policy: Food marked with an individual's initials belongs to that individual. Food that is unmarked or marked "house" is up for grabs. If you eat food that belongs to someone else, be honest. This policy is to be revisited every semester.

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Dishes: Everyone is responsible for their own dishes. The dish/kitchen cleaning policy is to be discussed every semester.

Compost: Each member of the house is responsible for taking out the compost from the Kitchen and emptying it into the outside bin.

Common Room
General Cleanliness: House members must pick up after themselves to ensure the common room does not become cluttered. Before events, all house members are responsible for cleaning and arranging the furniture.

TV: The television is available for use, although house members are encouraged to watch with several people instead of alone.

Book Nook: All house members are encouraged to read the books in the book nook. Please be respectful as they belong to the house; read them and return them.

Guests:
House members are encouraged to invite friends over. If a house member knows they will be having an overnight guest or a weekend guest they should let the rest of the house know in advance, and let house members know if the guest will be staying in one of the common spaces.

House arguments:
When there is disagreement between house members, those involved are asked to resolve the issue civilly. If this is not possible, the house manager should step in and mediate the conversation. If resolution is still not possible, further steps will be taken.

Treefund:
All residents are asked to put $5 toward the Treefund at the beginning of every semester. This money is to be used exclusively for maintenance items for the house that will not be provided for by the college. Examples of items include: hand soap, dish soap, lightbulbs for common room lamps, sponges. When proposing the collection of funds, the house manager should make clear that any resident who has any issues paying the $5 should talk with them to work out an alternate solution.

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Programming

Open Mic:
During Open Mic nights the Treehouse common room essentially serves as a space in which students can express themselves through acoustic musical pieces, poems, speeches, comedy, or anything else they desire to share with their peers. We attempt to host an Open Mic once a month.

Soup and Bread:
On Soup and Bread nights, we invite a speaker to come give a talk/presentation to students/faculty while they eat a home cooked meal. Soup and Bread is an educational event relating to some aspect of suitability, and we often choose speakers based on their subject of discussion. In the past topics have included: the Sierra Club, Environmental Ethics, Mongolia, Climate Change, Marcellus Shale Drilling and solar energy. Guests must register for this event with their banner ID numbers to ensure we purchase enough food from Dining Services.

Tours:
One of the goals of our house is to educate others on our way of life and where we live. We do this by offering tours to classes, alumni, prospective students, and parents and any other interested individuals. It is the House Manager and Secretary's responsibility to create strong lines of contact with the Sustainability Coordinators at the Office of Sustainability and the Center for Environmental and Sustainability Education, as well as the Office of Admissions to ensure that house members are aware of upcoming tours. If students are free during tour times, they will lead the tour, focusing on technological features of the house, and the personal/cultural aspects of living within the community.

Open Houses / Open Common Room:
Open Houses are similar to tours expect we block off a chunk of time and remain open for tours, questions and discussions. Generally at least half the house, if not all, will be present at open houses.

Semester Projects:
Each semester we have unique projects designed by current members of the house. These events change based on house member interests.

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Goals and Action Plan

Goals:
- Actively work to make the house more inclusive
- Collaborate with other clubs
- Have informal house member events
- Have house member events centered around sustainability
- Go to other housemates events
- No stragglers of any kind!
- House publication
- Work on solar panels and green revolving fund
- Reduce misinformation about the Tree House

Goal Assessment: Our programming goals can be easily assessed/checked off as the semester progresses. The cleanliness of the house assessed on a week-to-week basis.

In the Future:

Rally for meal plan changes
Push for more green living spaces on campus
Producing more of our own food
Encourage campus community cooking in the house with local produce
Sustainable living without technology demonstrations
Help form other sustainably minded communities on campus

Evaluation:

At each meeting, all members discuss the week's events. Notes are taken of all conversations and suggestions and observations are used to influence the next event. If we have an event that is a huge success (or a huge failure), our secretary will document pertinent information in the minutes to be used in planning future events.

Membership Requirements and Limitations

Eligibility:

All Dickinson students are eligible and encouraged to apply for residency in the Treehouse. Preference is given to qualified upperclassmen. [**qualified** meaning: fitting into the Treehouse community as agreed upon by house members in the decision process, remembering that every individual has a unique and important perspective to bring to the table]

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Requirements:

All house members are required to contribute to:
- Actively support community growth
- Be present at and participate in all house meetings
- Events and Event planning (Open mic nights, soup and bread, etc)
- A semester job
- A job description summary compiled at the end of the semester

House Manager Selection:

House manager selection is very important, since this person will have a large role to play in the house. The selection process occurs at the beginning of the spring semester and will be mentioned at the first meeting. House can decide when to hold house manager selections--this may impact whether or not the house allows candidates who are currently abroad.

Step 1: Candidates will be nominated who have lived in the house for at least one semester. Candidates may be rising juniors or rising seniors; however, candidates must be staying in the house for the entire year. Nominations can come from current house members. A name must be submitted to the current house manager. House members cannot nominate themselves. Each house members can nominate an unlimited amount of candidates for house manager.

Step 2: Current house manager contacts all candidates who have been nominated. These candidates must either accept or deny their nomination. If they accept, they must write a short blurb about why they want to be the house manager and why they think they would be a good fit for the job.

Step 3: The house will pick a time to meet to discuss the house manager candidate. Candidates that have accepted their nominations will not be at this meeting to eliminate comparing candidates in front of other candidates. However, this does not mean that candidates nominated for house manager do not have a say in the house manager selection. House members are encouraged to discuss house manager candidates with one another outside of the decision process.

Step 4: Before house discussion begins, the candidates will be allowed to give a statement on why they believe they would be a good house manager. House members may ask candidates questions at this time. Please do not speak negatively about other house manager candidates.

Step 5: House manager selection process begins. Candidates will randomly be selected to be discussed. House members will go around in a circle and give thoughts and feelings about each candidate. After everyone has gone, a general discussion will occur. Each candidate will be discussed for equal amount of time.

Step 6: After the discussion, house members will anonymously vote for house manager via anonymously written ballot slip. The current house manager will count the ballot slips. House manager will be selected by plurality (most votes). The candidate that is selected for the house manager will be announced to everyone at the same time, during the meeting.

Application and Decision process:

Updates accepted by all house members 2/18/2018

House members are required to dedicate a significant amount of time to interviews and decision meetings.

Stage 1:

We first go around in a circle and discuss how we want the house to look in the future.

Questions to consider:
- What is our vision for the Treehouse next semester?
- How do we want the house to grow and change in the coming years?
- How do we see future house members contributing to this vision?

Stage 2:

In order to avoid ranking, all applicant names will be written on scrap paper and placed randomly on the floor in the middle of the circle. All house members will discuss the applicants. In the first round, each house member will state one objective note (ie: major, class year, interests, and activities) they find very important about the applicant. During a second round, each current house member is required to share their feelings about each applicant, which can include feelings about their application, interview, and personal experiences with the person outside of the process. Each applicant should receive approximately equal discussion time.

Stage 3:

The process will open into a more general discussion of which applicants the current house members would like to see accepted into the house.

Question to consider:

- Who would we like to see in the house?
- Who would we not like to see in the house?
- How would an individual contribute to general house dynamics?
- How would an individual help the house achieve our goals?

**It is important to remember that ultimately this decision will be made based on what is best for the collective house.

Stage 4:

A round of voting will commence with all applicants. House members are voting on who they want to see in the house for next semester if there were limited spots. A block means that a house member would not feel comfortable with an applicant living in the house next semester. Voting occurs until there are as many people in the "yes" group as there are vacancies in the house for the next semester. If there are not, house members continue to discuss and vote on candidates.

Yes- All house members vote yes, and there are fewer than 5 house members abstaining from voting.
Neutral- One or two house members vote no, or there are 5 or more members abstaining from voting.
No- Three or more house members vote no.

Potential situations arising at this stage:
- If there are enough "Yes" applications, the house can take the overnight break without further discussion.
- If there are too many "Yes" applications, house members will deliberate further on which applicants will remain in the "Yes" group and which applicants will be moved to the "Neutral" group.
- If there are not enough "Yes" applications, house members will deliberate on all "Neutral" applications.
- If there are not enough "Yes" and "Neutral" applications, house members will have to reconsider "No" applications.

Stage 5:

Overnight break: This is a fluid stage and can occur whenever is deemed fit. House members take a 24 hour break to reflect upon discussion and decisions made and converse with other house members.

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Stage 6:

> Reconvening after the 24-hour reflection period, members can choose to revisit the initial list. Discussions, if necessary will follow loosely the format of the night prior. At any point during discussions, someone can call for a vote to see how these discussions have changed the opinions of housemates. Members will only vote on those in the "Yes" and "Neutral" piles, or vote to move a specific applicant between these two piles. An applicant can only be moved up from the "No" pile if all housemates agree. Discussion and voting will continue until there are the same number of people in the "Yes" pile as there are vacancies in the house.

> Voting on the final roster will occur once there are enough applicants in the "Yes" pile. Each name will be read, and housemates will vote if, given the limited number of spots, they would like to see this person in the house next semester. A block will put applicants in the "Neutral" pile, but should only be used if house members have reservations about the applicant, **not** to bring someone else up from the "Neutral" pile.

> Members will come to a full consensus to create a final list, ready to hand into the Office of Student Life. In this vote, every house member must vote yes.

Stage 7:

> It is essential to make a waiting list in case one or more of the applicants on the final roster does not accept their spot in the house. Applicants in the "Neutral" pile make up the waiting list, however if there are fewer than two applicants in the "Neutral" pile, house members must go into the "No" pile to move applicants up to be on the waiting list. Before voting, house members can discuss the order of the waiting list they'd like to see for the upcoming semester.

> **The voting on order will go as follows: the names of all of the applicants will be read and the house members will vote yes if they want to see them in the number one spot. If this is not the case, house members will not vote on that applicant. Votes will be tallied and applicants will be put in order of highest to lowest number of votes. This will be the order of the waiting list.

> The final order can be discussed and house members can vote to move an applicant up or down a slot. Applicants will be moved if fewer than five house members abstain from voting and no house members downvote the movement.

Filling House Vacancies:
- In the case of a spot opening in the house between normal selection processes, we will follow the same procedures of the application process and advertise the opening.
- If vacancies occur during semester breaks, house members will reach out to applicants on the wait-list from previous decision meetings.
- If wait-list applicants from previous decision meetings are not able to move in, house members will advertise to interested parties to the best of their abilities
  - o   The applicants will then have to fill out an application, all of which will then be read by house members
  - o   The interview process will not be possible while students are off-campus and will be replaced by an online questionnaire
  - o   House members will discuss their opinions via email
  - o   If a unanimous vote is not possible the applicant will be selected by majority vote as long as she/he is not blocked by 3 house members

In the Case of No House Vacancies:
Should there be no anticipated vacancies for the upcoming semester, the current residents should discuss and decide which of the following options best suits their needs.
- Conduct a mock decision meeting
  - ○ This meeting would walk through the entire process in one sitting in a realistic recreation of the meetings, and housemates would discuss invented applicants as if they were applying for a spot in the house for the upcoming semester.
  - ○ The house manager will supply house members with mock applications and interviews prior to the meeting, and residents are expected to come prepared (*note:* these mock applicants can be invented entirely from scratch, or the house manager may use applications from former Treehouse residents [who have preferably not lived with any current residents]. All names should be changed; they should be treated as new applicants.)
  - ○ The purpose of this meeting is to refresh or teach residents about the process. This option is advised if there are a lot of residents who have not been through the decision process before and/or if there are a lot of anticipated vacancies for the following semester. The meeting should last no more than 2 hours.
- Review the decision process
  - ○ This could be a separate meeting or incorporated into a regular house meeting.
  - ○ This would entail reading the decision process as detailed in the charter out loud as a group, discussing any points of confusion along the way.

      ○ Reviewing the decision process is less time-consuming, and may be appropriate if all or most members of the house have been a part of the decision-making side of the application process previously.

*It is not advised that the house overlook the process entirely in the event that there are no upcoming vacancies due to the complex and time-consuming nature of the application and decision process. All house members should be familiarized with the process every semester.

Rooming

There are 6 doubles and 2 single rooms in the Treehouse. Rooming arrangements for an upcoming semester are decided by current house residents after the final roster has been determined.

- House members should take the lifestyle information found on applications and personality into account when making rooming decisions.
- Ideally, former residents should be paired with new residents to act as role models and to help integrate new members into the community.
- Singles: Preference for the single rooms are given to seniors (seniors with treehouse seniority get top priority) then residents with the most semesters in the house. No resident should have a single for more than one semester. Ultimately this is the decision of current house members.