



Housing and Residence Life

UTRGV Resident Assistant (RA):

The primary goal of the Residence Life program is the development of an environment conducive to comfortable living, academic excellence, and personal growth of students in the residence halls/apartments.

The Resident Assistant (RA) is a paraprofessional (student leader) in the Department of Housing and Residence Life (HRL) with responsibility for assisting in the achievement of this goal. RAs enforce rules, respond to crisis, mentor and build community. Specific responsibilities include the implementation of programs that encourage community development and personal growth as well as the support and implementation of policies and procedures that encourage a positive academic environment. The RA also serves as a peer counselor and resource regarding the UTRGV community. It is expected that any person who applies for an RA position is sincerely interested in the welfare of students and The University of Texas Rio Grande Valley, and consequently, is constructively supportive of both.

I. QUALIFICATIONS:

- Proven leadership skills and abilities
- Commitment to academic excellence
- Demonstrated administrative and organizational skills
- Personal qualities; i.e. maturity, self-esteem, self-reliance, motivation, initiative, high energy level, adaptable, exercise good judgment, positive attitude, patience, creativity, common sense and responsibility
- Ability to communicate well in group and individual situations
- Applicants must have a cumulative 2.75 or higher grade point average
- May not be on academic or disciplinary probation within UT System
- Exceptions may be granted, on rare occasions, by the Director of HRL
- Pass Criminal Background Check

II. TERMS OF EMPLOYMENT:

A. Reporting

- a. A Resident Assistant (RA) reports directly to the Housing Coordinator (HC) of their assigned residence hall/apartment. RAs also must accept direction from other HCs, Assistant Director and Director.

B. Period of Employment:

The RA position is a one year student leadership opportunity with a contract period for both Fall and Spring semester. Specific dates are indicated in the RA contract.

- All RAs are expected to return to campus to participate in Residence Life Student Staff Training before both Fall and Spring semesters as well as attend on going trainings and meetings throughout the year.
- All RAs are required to assist in the opening and closing of the halls for each semester and for all vacation periods.
- They are also required to be available and provide coverage during holidays when some residence halls and apartments remain open.
- RAs are expected to be the first residents in the halls and they are expected to remain in the residence halls until after the completion of end of semester tasks as assigned by the Housing Coordinator.
- Continuation of employment is dependent upon positive periodic evaluation by the Assistant Director and the Housing Coordinators of Residence Life and demonstration of continued enthusiasm for the position.

C. Time Off:

RAs must notify their Hall Coordinator when they will be staying off campus for a weekend. They must complete an *Off Campus Request* each time an RA will be spending the night off campus. A weekend is defined as extending from 5 p.m. on Friday to 8 a.m. on Monday. No more than half of the RAs in a building can be absent at one time in a weekend's period. The time must be arranged and approved by the Coordinator. RAs are required to remain on campus on special weekends such as opening/closing of Halls, Homecoming, Spirit Week, and other special request.

D. Living Arrangements:

RAs may be assigned to a single room as available. When there is an excess housing demand, the Director may reserve the right to offer a shared room to accommodate capacity or other demands.

E. Remuneration:

1. A single room* in a residence hall/apartment
 - (*When there is an excess housing demand, the Director may reserve the right to offer a shared room to accommodate capacity or other demands)
2. A campus dining plan*
 - 10 meals per week plus \$100 Dining Dollars

F. Time Commitments:

It is fully understood that student life work in residence halls is not easily translated into hours worked per day or week because of the nature of the work. Because of the nature of

this position, The RA is expected to be a presence in their community, especially early in the semester, a critical time for building relationships and community.

Time requirements will require skills in time management to allow for academic and extracurricular excellence. The RA has the following obligations:

- Participation in all trainings, weekly staff meetings, monthly all staff meetings, Residence Life committee activities, openings and closings during the year
- Help with Residence Life participation in major on-campus events (examples include Best Week Ever, Orientation, Homecoming)
- Serves in a regular duty rotation and on call responsibilities (including, Thanksgiving Winter and Spring Breaks)

An RA can expect to be on duty on a regular basis, and should be accessible to students in the halls most evenings. An RA should also expect to spend, on average, one night per week and one weekend per six weeks on duty. This varies according to staff size in each building. Additionally the RA is expected to build community where residents interact on a regular basis. The RA will plan programs and activities to foster their community. They will also act as a role model, peer advisor as well as a resource to help their residents navigate their University experience. Other responsibilities may be determined by the Residence Life professional staff.

The RA position is considered primary before all other activities, except academic work.

1. Course Load: RAs should carry a minimum of 12 credit hours. An academic load of 17 hours or less is recommended for the first semester of employment.
2. Additional Work and Extracurricular Activities: It is important that RAs remember that their position is demanding and thus their other activities will have to be limited. RAs are not permitted to hold other responsibilities that exceed 19 hours a week without the approval of the Residence Life professional staff. No student teaching should occur during the fall/spring semester. RAs seeking to student teach or intern during the spring semester are required to notify the Residence Life Staff before being hired.
3. Graduation: When considering RA selection, our staff requires students who are able to commit to both the Fall and Spring semesters of the 2016-2017 academic year. Exceptions may be granted by the Director of HRL.

G. Responsibilities of the Positions

- a. Responsibilities to the HC
 - i. Complete tasks delegated by the HC
 - ii. Suggest and assist with projects contributing to the residence hall community
 - iii. Inform HC of any events or conditions that could potentially affect a resident, a floor, a hall, or the University
 - iv. Serve as a communication link between residents and staff
 - v. Assess areas needing improvement in the building each night
 - vi. Clear any overnight time away from the building through the HC

- b. Responsibilities to the Resident
 - i. Know residents in the assigned area of responsibility
 - ii. Be aware of resident needs and assist them in meeting those needs
 - iii. Be available to residents, interact with them daily and assist in their adjustment to UTRGV
 - iv. Refer students to other appropriate personnel
 - v. Encourage and facilitate positive interaction and respect between residents
 - vi. Help residents understand their rights and responsibilities in accordance with residence hall and University policies
- c. Responsibilities to other Staff
 - i. Cultivate an effective working relationship with all members of staff
 - ii. Keep lines of communication open between staff members
 - iii. Maintain a comfortable, safe, and non-threatening atmosphere in which to work
 - iv. Respect confidentiality
 - v. Support other RAs
 - vi. Be friendly and cooperative to other personnel and appreciate their efforts
 - vii. Be familiar with the roles and responsibilities assumed by other University personnel
 - viii. Understand the role RAs assume as part of HRL and establish effective working relationships with all HRL personnel
- d. General Expectations
 - i. RAs are required to be present for fall and spring trainings which occur before the halls are open to students
 - ii. RAs are expected to be present and work through closing weekends for the fall (Thanksgiving), winter, and spring
 - iii. RAs are expected to commit at least one full academic year to the RA
 - iv.
- e. Administrative and Office Procedures
 - i. Be familiar with all aspects of hall and office operations – such as: mail, front desk, key, and phone procedures and policies
 - ii. Fulfill office duty and on-call duty responsibilities whenever assigned
 - iii. Assist in maintaining hall security and safety, confidential files and information
- f. Discipline
 - i. Know and understand policies and procedures as they relate to residents and emergencies
 - ii. Ensure problems or potential problems are addressed immediately and refer as necessary
 - iii. Ability to address and confront policy violations among students and residents
- g. Peer Counseling
 - i. Recognize that RAs are not professional counselors
 - ii. Be a good listener, receptive and sensitive to residents when approached for assistance

- iii. Provide accurate information and referral to students who need further assistance
 - iv. Aid residents in problem solving
 - v. Respect the confidential nature of the peer counseling role while also realizing it is necessary to share information with your supervisor
 - vi. Assist residents in successfully negotiating conflicts between residents
- h. Residential Community
 - i. Identify, with the HC, areas of student need that should actively be addressed within the Residential Curriculum and address them as needed
 - ii. Direct residents to other individuals sharing similar interests
 - iii. Encourage residents to participate in hall and campus events, initiatives, and activities
 - iv. Fulfill the RA requirements for the Residential Curriculum (Resident Interactions, Roommate Agreements, and Community Agreements) and additional expectations from your HC
 - v. Create and implement community building initiatives and events
 - vi. Actively support the Residential Curriculum for your hall (All RAs will be required to complete Interaction with residents as established by HC, Roommate Agreements and Community agreements should be completed and revised each semester as needed.)
- i. Residence Housing Association
 - i. Actively support Residence Housing Association (RHA)
 - ii. Assist with the process of selecting a floor representative for your RHA
 - iii. Provide support and serve as a resource for RHA
- j. Maintenance and Custodial
 - i. Establish good communication and relationships with custodial/maintenance staff
 - ii. Teach residents how to report custodial and maintenance concerns
 - iii. Emphasize the residents' role in maintaining community living
 - iv. Regularly inspect hall public areas and complete the appropriate reports
 - v. Help investigate and follow up on residence hall damage
 - vi. Ensure completion of Room Condition Report (RCRs) at hall opening and closing and as needed throughout the year (whenever students move in or out of a room)
 - vii. Report maintenance work needed in public areas
 - viii. Report damage or theft of University property to the UPD
 - ix. Assist in the follow up on damage of residence hall property
- k. Professionalism
 - i. Convey a positive attitude toward the RA position and its duties and responsibilities
 - ii. Being a role model is an inherent part and one of the critical roles for an RA. Your actions and decisions impact your ability to effectively do this job, particularly when it comes to adhering to laws and community standards that this position requires the RA to enforce
 - iii. Maintain professional decorum; be mindful of any information concerning residents, peers, staff, or supervisors that is being shared in a public space

- iv. Use the appropriate channels to voice your concerns or suggestions regarding HRL policies and procedures
- v. Take pride in your work, as it is a reflection not only of you but of your staff, HRL, and UTRGV

H. Physical Requirements

Physical Requirements

Requirement	Description	Duty/Reason	Frequency
See: TYPICAL (for example, see standard printed material and basic colors)	Standard print, text and numbers on computer screen and paper, observe general condition of the building	Sort Mail Utilize computer Complete paperwork Read manuals	Daily
HEAR: TYPICAL (for example, hear ordinary in-person and telephone conversation)	Hear ordinary in-person and telephone conversations and mechanical failures.	Answer desk phone Assistant students Communicate with supervisor(s)	Daily
HEAR: MAXIMUM (for example, hear conversation above other noises, hear devices like alarms)	Emergency Alarms: e.g., fire alarms, other emergency alarms	Respond to alarm Assist with evacuation of the building	As needed
SPEAK: TYPICAL (for example, ordinary in-person and telephone conversation)	Ordinary in-person and telephone conversations	Communicate with students, faculty, staff and parents - in person or over the phone	Daily
SIT: TYPICAL (for example, sitting in a desk chair)	Sit for varying periods of time; generally no more than 1-2 hour at a time.	Sit while working the information desk Sit while in staff meetings or trainings	Daily
STAND: TYPICAL	Stand to assist with programs and projects	Stand to sort mail Stand during programs or presentations	Weekly
WALK: TYPICAL	HOW FAR? No more than one mile HOW FAST? stroll WHAT SURFACE? Carpet, tile, cement, up stairs	Complete rounds Walk to training Walk to programs	Daily
Walk: MAXIMUM	HOW FAR? No more than one mile How FAST? Brisk pace WHAT SURFACE? Carpet, tile, cement, up stairs	Respond to emergency situations in building	As needed
LIFT AND CARRY (WITHOUT HELP): TYPICAL	LIFT WHAT? Supplies WEIGHT? 5-10 lbs. CARRY HOW FAR? 100 yards	Resource Room Equipment	Weekly
CLIMB: TYPICAL (for example, stairs, ladders, scaffolding, hills)	WHAT? Stairs HOW FAR? 3 floors to 100 yards	Complete rounds Navigate buildings without elevators	Daily

REACH: TYPICAL	REACH WHAT? Supplies, keys HOW FAR/HIGH/LOW? Arm's reach	Reach for supplies on shelves. Reach to post on bulletin boards. Reach for keys in key box.	Daily
USE HANDS AND FINGERS: TYPICAL	Typing, writing, dialing the phone, sorting mail, carrying supplies	Utilize Resource Room equipment Work the front desk Complete Passive programs	Daily
USE SENSE OF SMELL	Drugs, fire, dead animals, gases, smoke, chemicals, personal hygiene issues	Identify and confront conduct issues/concerns Maintenance	Daily

I. Academic Performance:

All Residence Life Student Staff must maintain a cumulative 2.75 or higher grade point average. Failure to meet this standards may result in termination or Academic Probation.

J. Evaluation:

Formal written evaluation of RAs by their direct supervisor and residents will occur in January. Informal evaluation or feedback will occur continuously as part of the supervision process.

K. Performance Improvement Plan (PIP):

A PIP will address specific concerns in that particular employee's performance and it should address examples of the level of performance desired from that particular employee. Each PIP is individualized and detailed to the RA/incident. PIPs are stored and filed in the RA's employee file, these cannot be removed from the employee's record; however, an RA and/or Professional Staff Member may submit additional documentation or statement regarding PIP. PIPs will be part of an RA's evaluations and Rehire Process. If HC's concerns, RA's behavior, and job requirements outlined within PIP do not improve and RA fails to fulfill these terms, a PIP can result in termination of current role.

L. Renewal of Employment:

At the end of each Period of Employment, RAs must submit a new Resident Assistant Application for the following academic year. The application does not guarantee an RA a position for the following term(s). RAs performance and completion of job duties, expectations and responsibility in additional to their Spring Evaluation and Interview will be taken in consideration when renewing an RA's job offer.

M. Termination of Employment:

The Department of Housing and Residence Life reserves the right to dismiss an RA from his/her duties prior to the end of the Period of Employment. Termination may occur if an RA violates: University policy, UTRGV Student Code of Conduct or RA Contract, poor job performance or failure to complete job requirements.

N. Financial Aid Policies: Financial aid is required to take waivers into account when determining financial aid eligibility. The Program Participation Agreement the President signs with the U.S. Department of Education requires all institutional offices with knowledge of any type of assistance a student is receiving to report it to the Financial Aid Office:

34 CFR 668.16 - STANDARDS OF ADMINISTRATIVE CAPABILITY.

§ 668.16 Standards of administrative capability.

To begin and to continue to participate in any Title IV, HEA program, an institution shall demonstrate to the Secretary that the institution is capable of adequately administering that program under each of the standards established in this section. The Secretary considers an institution to have that administrative capability if the institution—(3) Communicates to the individual designated to be responsible for administering Title IV, HEA programs, all the information received by any institutional office that bears on a student's eligibility for Title IV, HEA program assistance.

In other words, Financial Aid will consider your housing accommodations as aid, and you cannot seek aid to cover on campus housing.

III. RESPONSIBILITIES:

Preamble: The primary goal of the Housing and Residence Life program is the development of an environment conducive to the academic and personal growth of students living in the residence halls. In accepting a position as an RA, a student agrees to fulfill responsibilities which are supportive of these goals. The following is a summary of the significant expectations for which RAs are responsible:

- Welcome students and assist them in their orientation to on-campus housing. Greet and talk to the guests who may accompany their student.
- Constantly monitor your respective building and be available for residents as well as conduct safety inspections as determined by your Housing Coordinator.
- Work with residents to develop a community that facilitates respect and concern for others, openness, personal growth, and an atmosphere that is conducive to study.
- Initiate weekly conversations and visits with individual hall residents in order to become acquainted with them, their personal backgrounds, special interests and needs, and academic goals.
- Provide peer counseling (listening and referring) for residents and respond appropriately in emergency situations. Provide support and assistance to other staff as necessary.
- Attend and actively participate in required staff meetings, and have regular individual meetings with the Housing Coordinator. Work cooperatively with other staff in addressing hall concerns.
- Provide leadership and assistance in planning and implementing community-building programs and activities in accordance to the guidelines laid out in the RA manual.

- Conduct hall/wing meetings or study breaks on a regular basis to facilitate group communication.
- Work actively with the UREC staff in promoting the Intramural program. For instance, help to coordinate intramurals for your hall. Assist with captain selection, sign-up meetings, and active participation by residents.
- Have a complete understanding of University and Housing and Residence Life policies and procedures. Be able to explain University and HRL policies to residents. Address inappropriate behavior on the part of residents or guests. Consult with the Residence Life professional staff as necessary to support the implementation of community standards (ex. quiet hours).
- Become knowledgeable of referral resources available for students including Faculty advisors, Financial Aid Office, Counseling Services, HRL, Student Health Center, Career Services, Student Involvement, etc.
- Serve “on-call” in the residence hall as necessitated by the building size and schedule.
- Perform administrative tasks such as checking in and checking out residents and reporting maintenance needs to appropriate staff; be able to answer questions regarding the housing assignment process, school year closing procedure, etc.
- Return to campus prior to the beginning of each semester and remain on campus until the halls close at breaks and at the end of the semesters.
- Attend all training sessions and/or retreats which may occur during the academic year. This is a mandatory condition of remaining an RA for continued or new positions.
- Sponsor, facilitate, and be present at all activities sponsored by Housing and Residence Life staff.
- Complete and submit weekly reports.
- Maintain confidentiality of resident information and records.
- Assist in fire drills and evacuations.
- Conduct tours of the Residence Halls/Apartments.
- Participate in UTRGV Orientation, Discover UTRGV and Recruitment through tabling or other efforts.
- Other duties as assigned

Communication

- Conscientiously seek out your residents to get to know them, encourage them to get involved and assist them during their stay.
- Maintain an up-to date bulletin board relaying campus information and activities to residents.
- Keep residents informed of deadlines and other pertinent information concerning Housing and Residence Life and academic matters.
- Acquaint residents with student services on and off campus, such as counseling and health services, financial aid and tutoring offices, campus and community organizations, etc.
- Serve as a liaison between staff and residents, relay information regarding policies, administrative matters, and activities to residents and share concerns of residents with the professional staff.
- Promote a working relationship between the staff and Residence Hall Association in relation to

- one another's activities, concerns, and mutual goals.
- Mediates roommate conflicts
- Acts as first responder to crisis situations
- Works closely with Hall staff

Engagement and Networking

- Know residents by name and room, ensuring you are available to talk with residents about concerns, interests, and needs.
- Creates an environment where the needs and concerns of diverse populations are appreciated
- Identify residents with special talents and encourage them to become active in residence life and campus activities.
- Identify and assist residents with personal, social, academic, or health related concerns (current or potential). Keep the Director of Housing and Residence Life and Housing Coordinators informed accordingly, sharing information and discussing appropriate responses.
- Promotes and supports the Department of Housing and Residence Life by serving on institutional committees and attending university events.

Programming/Community Development

- Plan welcome activities at the beginning of each semester to assist residents in getting to know and interact with one another.
- Work with students and other staff members to identify interests and needs, and plan programs in response to these needs.
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- Must be present and encourage resident participation at staff presented activities, as well as campus activities. Complete a Program Proposal and Program Evaluation for each program/event.
- Interact individually and in groups with residents to encourage resident relationships and build connections. Complete Interaction reports documenting your individual resident interactions.

Student Conduct

- Know, understand, and abide by Housing and Residence Life and University regulations.
- Communicate policies and their rationale to residents and establish behavioral expectations accordingly.
- Understand how to write and submit Vaqueros Report It/Maxient documentations.
- Work with other staff members to promote a responsible living/learning atmosphere within the Residence Hall. Inform the Director of Residence Life and Housing Coordinators of actual and potential problems that may interfere with the living/learning atmosphere.

On Call Shifts

The On Call Calendar for each building will be set by the Housing Coordinator(s) and RA staff during staff meetings. Persons requiring certain days off should trade duty with other staff members in their area. The Housing Coordinators should be notified of any and all changes to the schedule.

- When facilities are in full operation (Fall and Spring terms) housed with UTRGV residents, All RAs will be assigned to rotating on call schedule. Facility operations require there to be at least one (1) RA on-call 24 hours a day in all of the residential areas.
- The RA on-call should be reachable by the on-call phone at all times. RAs may not leave their assigned building during On Call Shifts (with the exemption of meal times).
- RAs must wear their RA On - Call Badge and Backpack during every shift.
- RAs will be expected to build community, network and be available to residents during specific set of Community Hours (8pm – midnight). During Community Hours, RAs will be stationed at the common areas of their respective facilities so they can visit with students, run student programs, or lead study sessions. In addition, during Community Hours, the RA may be asked to assist in various tasks such as lock-outs, overnight guest procedures, mail, and other tasks as assigned by the HC.
- The RA on Call, during evening shifts, must complete rounds every evening at approximately 7pm, 10pm, and 1 a.m.
- At the end of each round, RA on Call must complete and submit a Duty Log.
- All events that require the Housing Coordinator attention or action should be properly documented.
- RAs should document incidents and violations of the institutional policies through Maxient Report Portal.
- During high recruitment periods RA On - Call will be requested to conduct Hall Tours.
- **Absolutely no alcoholic beverages may be consumed during On Call shifts.**

IV. RA CODE OF ETHICS AND CONDUCT

Code of Ethics:

All RA's are seen as public figures, security officials, and representatives of the university. The actions and choices of one staff member reflect on every other staff member in the eyes of the residents. Therefore, in accepting the position, the RA agrees to meet behavioral standards that are higher than those of the ordinary student.

Code of Conduct:

I will fulfill the role of a Resident Assistant by:

- Granting all individuals respect and dignity, as well as honoring and striving to understand diversity in all its forms.

I will fulfill the role of a Positive Role Model by:

- Making decisions in my own life that are positive and healthy.
- Challenging myself to continue my own physical, mental, spiritual and emotional growth
- Being a positive example throughout the campus and in the surrounding communities.
- Refraining from negative comments and portrayals of Housing and Residence Life program and staff.

I will fulfill the role of a Team Member by:

- Making decisions in my work and personal life that reflect positively on the program, my teammates, and me.

- Accepting guidance, direction and instruction from the Housing and Residence Life professional staff.
- Taking personal responsibility and initiative to complete tasks for team projects.
- Managing conflict with fellow team members in a mature, appropriate, and timely manner.
- Agreeing to appropriate peer relationships.
- Accept and give feedback in a constructive manner to help in the positive growth of team members.
- Providing a supportive environment for my fellow team members to share their ideas, thoughts, and feelings.

I will fulfill the role of a Disciplinarian/Mediator by:

- Approaching the disciplinary/mediation process in a positive manner.
- Recognizing that the process is educationally-based, facilitating increased levels of maturity and responsibility.

I will fulfill the role of a Peer Counselor by:

- Offering opportunities for people to explore their thoughts and feelings.
- Offering myself as a link between residents and the professional services on campus.
- Not manipulating any situation or another person's vulnerability for my own benefit.
- Maintaining confidentiality as noted in the department's confidentiality statement.

I will fulfill the role of an Educator by:

- Learning as much as possible about the issues that affect my peers.
- Only offering information that I am qualified to offer and with the greatest accuracy possible.
- Making a referral to the appropriate person when I am unable to provide assistance.
- Accepting supervision and support from the Housing and Residence Life professional staff.

I will fulfill the role of an Individual by:

- Understanding that my primary responsibility is to my personal well-being and education.
- Not allowing my RA duties to interfere with my education or own goals and aspirations.
- Not allowing my RA duties to put my emotional or physical well-being at risk.

I will fulfill my role in developing working relationships:

- Understanding that I am in a position of power and authority, and my role could be used unethically to influence students.
- Consensual Relationships, it is the policy of this department that consensual amorous or sexual relationships between staff members in positions of authority are not permitted with their subordinates or their students/residents within the same Residence Hall/Apt.
- Understanding that RAs are seen as public figures, and representatives of the university; your public behavior, whether through your interactions or posted on social media, should meet the standards set by the mission of the university and Dean of Students Office.
- See UTRGV Student Code of Conduct for updated policies regarding amorous/sexual relationships.

Failure to meet Ethical Standards

The penalties for irresponsible behavior can be more severe because an RA who breaks a rule not only harms their reputation as a staff member in the eyes of the residents, but also harms each of the other staff members' relationship with their residents. Failure to meet Ethical Standards are grounds for termination for all RAs.

Resident Assistant (RA) Agreement

This Agreement is being made between the Department of Housing and Residence Life and the student listed in this document.

The period of agreement starts on August 5th 2018 and ends on May 31th 2019.

The Department of Housing Residence Life and the Chief Housing Officer reserves the right to interpret and amend this Agreement at their discretion. Resident Assistants will be given written notice of changes or decisions made regarding interpretations or rulings on policy.

By signing this agreement, I accept the position of Resident Assistant for The Department of Housing and Resident Life at The University of Texas Rio Grande Valley during the period stated and agree to the terms and conditions of this agreement and understand my responsibilities and the expectations of the position as outlined.

I agree to participate in RA Training/Move In: August 5th, 2018 – August 28th, 2018

I agree to be available during breaks when the Residence Halls are closed; including Thanksgiving, Winter Break and Spring Break.

I agree to comply with, as outlined in the RA Manual, the Job Description, Code of Ethics and Behavior and Delegation of Duties.

By signing this agreement, I authorize the UTRGV Office of the Dean of Students and Department of Housing and Residence Life for assessment if any prior actions may conflict with my role as a Resident Assistant.

By signing this agreement, I authorize The University of Texas Rio Grande Valley to release my academic records to the Department of Housing and Residence Life.

This agreement will become effective when signed by the Housing and Residence Life staff member, the Housing Coordinator, and the Director of HRL.

Name of Resident Assistant: _____ Student ID: _____

Resident Assistant Signature

Date

Housing Coordinator

Date

Director of Residence Life

Date