

## **Office of Residence Life**

### **Off-Week Report**

Please fill out completely, answering every question, and email to your AD (and RD, if applicable) by the time you'd normally have a 1:1 on off-weeks. Feel free to use as much space as necessary.

*Also, please designate your answers by changing the text [e.g., highlighting, underlining, italicizing, or changing the color].*

**Name:**

**Date:**

### **You the student...**

- 1. How are your classes right now? Which classes are you enjoying right now? Why? Which classes are you stressing about right now?**
- 2. What are the most important or most difficult things you're working on in your classes right now?**
- 3. What one thing did you learn in one of your classes this past week that you found most interesting or didn't know before?**

### **You the RA...**

- 4. How is your community as a whole right now?**
- 5. What one word best describes it?**
- 6. What are the major conflicts or issues residents are talking about in your community?**
- 7. What residents are on your radar, for either positive or negative reasons?**
- 8. What new community building ideas do you have?**
- 9. What interactions have you had with fellow Res Life staff recently?**
- 10. Is there anything from your most recent area or staff meeting or 1:1 that you wanted to follow up on or had questions about?**
- 11. What policy violations have you encountered and/or documented lately? What students and staff were involved? How did you approach the situation?**
- 12. How have you improved as an RA recently?**

### **You the person...**

- 13. Share something random about yourself (e.g., something that happened to you recently, something that got you excited, any miscellaneous story).**
- 14. What's another favorite of yours (e.g., favorite type of shoe, favorite dessert, etc.)?**
- 15. What song/quote/movie has been on your mind lately?**
- 16. What can your supervisor(s) do to make your life easier right now?**
- 17. Any other comments or questions?**