



MEMORANDUM OF UNDERSTANDING

by and between

Residential Education (RE), Housing & Residential Education (H&RE) and College of Education (COEDU)

This agreement is made and entered into by and between the parties named above, who agree as follows:

Purpose

The departments of Residential Education (RE) and Housing & Residential Education (H&RE) encourage student learning and faculty engagement within its residential programs. Residential Community Programs cluster students with similar personal and community interests in Themed Communities, and those with similar academic, major and career goals in Living Learning Communities, where students can integrate their classroom work with their out-of-classroom experiences. Students are provided with academic and co-curricular support through targeted programming, academic initiatives, and access to faculty and staff.

The College of Education (hereafter, "COEDU") has partnered with RE and H&RE to implement the Exercise Science Bulls in Motion Living Learning Community (hereafter, "ESLLC"). Recognizing the importance of these mutual collaborations, and the added value of formalizing and specifying this relationship, RE, H&RE, and COEDU agree to cooperate on the following activities:

Items of Understanding:

In collaboration, RE, H&RE, and the COEDU will provide the following in support of the ESLLC.

1. H&RE will reserve space each academic year (fall & spring semesters) for ESLLC students, with space determined approximately one year in advance of student assignment. **Approximately 28 beds in Maple (or other agreed upon hall) will be dedicated to the ESLLC.** Any space allocation changes must be submitted to H&RE by May 15 for the following academic year
 - a) One space per student area (pod/floor/etc.) will be designated for a Resident Assistant selected by Residential Education
 - b) Any FTIC spaces not filled by ESLLC prior to May 15 may be assigned to non-LLC students by H&RE. Periodic assessment of demand will occur beginning in mid-March with possible incremental return of spaces to general assignment prior to May 15. Spaces will be filled at H&RE's discretion with consideration given to FTIC exercise science majors
 - c) Any open spaces during the academic year will be filled at H&RE's discretion with priority first given to FTIC students who have expressed an interest in the ESLLC and/or other FTIC exercise science majors
 - d) H&RE will provide the structure for RE and COEDU to assign LLC students to their spaces prior to May 15
 - i) H&RE will assist the RE Academic Initiatives team and the ESLLC team as it relates to assigning students. This assistance includes but is not limited to training, troubleshooting, daily inquiries and tasks



- e) Spaces allocated for returning RCP students will be assigned in accordance with the annual H&RE Room Selection timeline. Student names provided by the announced deadline will be assigned according to specific ESLLC requests; names not provided for beds by the deadline will be assigned at H&RE’s discretion
- f) Reservations for multi-purpose spaces will be jointly managed by Housing (spaces) and Residential Education (reservations). Priority access for H&RE multi-purpose spaces when used for ESLLC purposes such as common courses (must be submitted by May 15 for the fall semester and November 15 for the spring semester) and LLC events (must be submitted 4-6 weeks in advance), with fees waived if requests are submitted by set deadlines for each semester. This promise is subject to university approval for ongoing in-person events
- g) Recruitment and marketing efforts will be jointly managed by H&RE and RE, including the maintenance of an RCP application process. H&RE marketing will provide marketing efforts via H&RE online and print, and promotional materials

2. Residential Education will provide:

- a) Student engagement programming and support of students residing in Maple Hall, including the floors designated to the ESLLC
- b) Staff time and effort for joint program planning, implementation, and evaluation, including but not limited to:
 - i) An assigned AI Coordinator or representative assigned as Residential Education point of contact, who will provide support developing program goals, programming and assessments
 - ii) A Resident Assistant (RA) who may have previously participated in the LLC, who is in a major affiliated with the ESLLC and COEDU, as the candidate pool allows
 - iii) Cooperation of RAs with other student leaders of the ESLLC to support residents
- c) Admissions and room assignment training and support tailored to ES LLC’s goals
- d) Additional recruitment efforts in support of college open houses, calling campaigns, admissions events and an annual mailing to potential ESLLC residents
- e) A representative of Residential Education (RE) to co-chair the ESLLC advisory board meetings with an ESLLC co-chair

3. The COEDU will provide:

- a) A faculty member, academic advisor or administrative staff person responsible for contributing at least 20% of their professional staff time to the following functions:
 - i) Make admission decisions for the ESLLC
 - ii) Attend monthly RCP Council meetings
 - iii) Co-chair the ESLLC advisory board meetings with an RE representative
 - iv) Lead the coordination and implementation of the ESLLC’s calendar of events, initiatives, and programming in support of the Residential Curriculum, student learning goals, and future fee structure requirements
 - v) Develop and oversee budget to support aforementioned calendar of events, to be reviewed and approved by Residential Education prior to July 1.
 - vi) Provide an annual report at the end of the academic calendar year describing programs, successes, suggestions for improvement, and assessment outcomes:
 - Outcomes are expected to demonstrate academic or educational gains of LLC students, which include but are not limited to GPA, higher persistence rates, progress towards graduation, and other metrics related to learning outcomes in comparison to all FTIC exercise science students



- Submit an annual report to Residential Education by June 30 each year
- b) Manage recruitment efforts including but not limited to fall to spring and year-to-year retention efforts, promotional events and admitted student days participation, application review, room assignments, and targeted marketing via UGS' online, email and print channels
4. Living Learning Communities must meet specific conditions to ensure that the LLC is sustainable and provides measurable value to students before seeking approval for a program fee can be assessed to students, including:
- Completion of at least one year of operation
 - Demonstrated demand through full occupancy
 - Documented outcome data showing educational impact
 - Submission of an annual report detailing programming, successes, and assessment outcomes

As such, the ESLLC will launch in Fall 2026 as a non-fee funded community. H&RE and RE will review your full calendar and budget proposals and event progress through October 2026. If the COEDU and the ESLLC are on track to deliver on the fee-funded requirements by May 2027, we can approve Criteria-A level fee for Fall 2027 contingent upon delivery of the appropriate documentation data and annual report to be submitted in Summer 2027, prior to fees being charged to incoming residents.

In accordance with Board of Trustees' regulations, to be approved for and maintain a fee rate of \$150 per semester, per student, the ESLLC will provide Level A Fee Criteria programming, including, but not limited to:

- a) 20% of advisor or professional staff time dedicated to the LLC
 - b) Five hours per week of tutoring or peer mentoring
 - c) In-house advising for major based LLCs
 - d) One USF Week of Welcome program for LLC students each semester
 - e) One program per semester exposing residents to faculty in related areas
 - f) One career-oriented program per semester
 - g) One experiential learning opportunity per semester with one being off campus.
 - h) Two College oriented programs per semester (tours, dinners, networking, improv, etc.)
 - i) Participation in H&RE House Calls Program with at least 1 faculty member from respective college
 - j) Participation in H&RE Final Reviews Program with at least 1 faculty member from respective college
 - k) Administration fee to Housing & Residential Education of 5% of total fees collected
5. Should sponsoring department be found in non-compliance with the items of understanding, H&RE or RE will contact the sponsoring department in writing to create a remediation plan to best support student success.



This agreement shall retroactively take effect on November 14, 2025 and shall terminate at the end of two academic years culminating on May 15, 2028. All parties agree to meet the outlined agreements in this document for continued renewal. Any desire to terminate this agreement must be submitted in writing to the other parties. Since students are recruited to the program one year in advance of participation, notice of written termination by either party must be given at least one academic year in advance of termination. This agreement may be modified by written agreement of all parties at any time.

MEMORANDUM OF UNDERSTANDING accepted on 6/11/2026 | 22:55 EDT by:

College of Education

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Signature

Dr. Jenifer Schneider

Interim Dean

USF College of Education

Residential Education

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