

Timeline for Developing a New Living-Learning Community at East Tennessee State University for Fall 2015

Semester	Items/Procedures to be completed
Fall 2013	Initial conversation with potential host department/unit to discuss interest and procedures
Spring 2014	Sponsoring department/unit completes the application process for creating a new Living-Learning Community. Draft due by March 30, 2014 and final proposal due May 30, 2014
Summer 2014	List of Advisory Committee/Board members is generated. Information on the newly-developed community will be included in Housing application and print materials to launch in fall 2014. Final decisions on community location are determined so that materials can reflect this decision.
Fall 2014 (one year prior to the launch of community)	New materials distributed to admitted students to market living-learning community. Sponsoring department/unit holds first advisory committee meeting to discuss initial activities of the community and role(s) of professional and student members. Any courses that will be included in the community are finalized and information is shared with Housing & Residence Life and the Registrar's office (for coding purposes)
Spring 2015	Sponsoring department/unit meets with Housing & Residence Life department to discuss procedures, sign-up numbers, and to assist in selection process of staff
Summer 2015	Confirmation of student sign-up is done between the Housing & Residence Life department and the sponsoring unit. By July 1 st , 2015, any unused occupancy in the Living-Learning community will be used for general resident assignment
Fall 2015	Initial launch of the LLC. Evaluation and assessment of community activities and impact on student experience to occur in both Fall 2015 and Spring 2016.