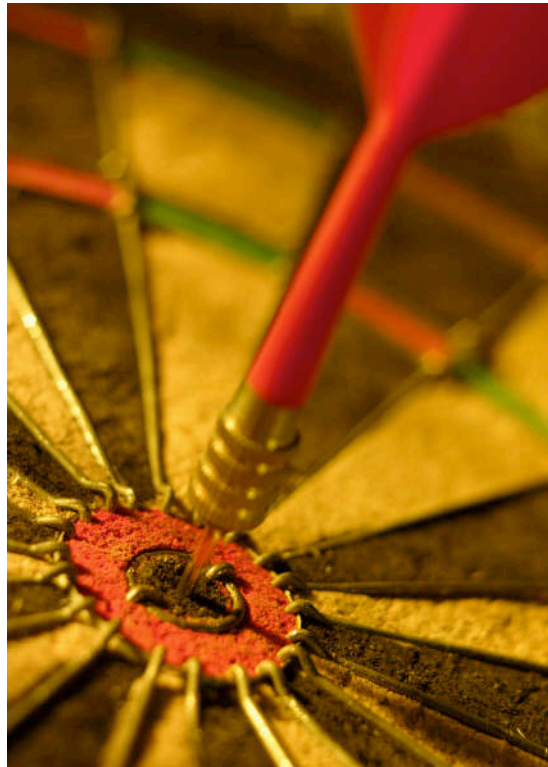


Welcome

...to the Programming and Advertising Guide!

We hope this will be a useful and helpful resource for you as you begin planning programs. In this guide, you will find tips on programming (how to get started), advertising resources, and the steps to tons of programs.

In Acrobat, you can search for topics (program titles), use the bookmarks on the side of the screen, or even just browse through everything alphabetically. Each RD has a printed copy, as does the Residence Life office, if you prefer to see it on paper. The end of the guide—the set of appendices—is FULL of campus and Walla Walla resources...get to know them and use the numbers. It will make your life much easier! Here's to a programming bulls-eye...right on target!



Defining Programming

What does and does not constitute a program is up to interpretation. Every Resident Director probably has a subtly different definition of a program. The basic definition, as provided in your Residence Life Handbook, is:

- ➔ **“Any activity or event that positively contributes to the wellness of residents that you either initiate, encourage, or cultivate.”**

Some RDs will also want your programs to be deliberate, planned, and advertised. Others might clarify that a program ought to meet residents’ wants/needs and challenge them to develop further. Be sure to check with your RD for specific programming expectations.

All of these definitions help not only to better define what a program is, but why we do programming. One of the primary roles of a staff member is to investigate the needs of residents and respond to those needs. However, a good staff member will not only program according to residents’ wants/needs, but also provide programming that challenges residents.

A staff member who is around his or her community and visits with residents often might feel like he or she does not need to provide programming. Indeed, there are lots of different styles and ways to fulfill the job requirements of being a staff member, and some staff members like to put on more programs than others. However, as staff members, it is not only our job to be available, but it is also our duty to challenge residents so that they can learn and grow. Residents who have more opportunities for learning experiences and social interactions will not only feel more connected to their immediate community, but to Whitman and Walla Walla in general.

Remember, the most important thing about programming is not how many you do, but that the needs of your residents are being met.

The Wellness Model is not the only way to categorize programs. In the Residence Life Handbook, we see the difference between active and passive programming. We also see the distinction between programming for the individual and programming for a community. Here is a more detailed classification of programs based on *whom you are programming for*.

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- ➔ **INDIVIDUAL PROGRAMMING.** A one-on-one interaction with a resident (a conversation, going out to lunch, playing basketball, etc.) can be considered a program. You have provided an event/forum in which the resident received a sense of value that is necessary to their development.
 - ➔ **SECTION/HOUSE PROGRAMMING.** Programs that you implement for all of your assigned residents provide an immediate, primary community. Section and house bonding is crucial for community, and the more residents do as a group, the more they will feel like a group.
 - ➔ **SELECTED COMMUNITY PROGRAMMING.** Programs that you provide for selected communities (all the sections in a hall, the entire Interest House system, or selected sections and/or houses, etc.) give character to the places you live. You are not only shaping a primary community in which your residents can feel at home, but a secondary community that can make residents feel like they have other connections, other social possibilities, and other resources.
 - ➔ **CAMPUS PROGRAMMING.** Campus Programs are well planned, well advertised events that benefit all Whitman students. These programs can be big, such as a campus dance, or smaller, such as a language table. No matter if they are big or small, they *must* be well advertised. Programming for the campus serves many purposes. It serves to connect the students on campus, provide opportunities to students with programs that their own house/hall might not implement, and to increase pride in the house/hall sponsoring the event. It is really inspiring, both to staff members and to residents, if the place where you live provides the campus with a major event.

The Wellness Model

As we see in the *ResLife Handbook*, the Wellness Model ensures that programming meets a variety of your residents' needs by breaking them down into six distinct areas. For your convenience, the six areas are reviewed below. As a staff member, beware of the tendency to only program in 1-2 of these areas!

- **SOCIAL:** Programs that contribute to community development through social interaction. These activities should emphasize and encourage an appreciation of our interdependence with others, the larger community, and nature.
- **LIFESTYLE:** Programs that address the ways in which individuals may approach the daily tasks of living (i.e. coping with the demands of work, family, and society) by encouraging curiosity, exploration, and appreciation of different means to these ends.
- **EMOTIONAL:** Programs that encourage awareness and acceptance of one's feelings and addresses the degree to which one feels positive and enthusiastic about one's self and life. Other emotional programs work towards the development of autonomy and the ability to share emotions with others.
- **MENTAL:** Programs that provide creative, stimulating intellectual activities, both academically and recreationally focused. These activities should encourage the use of available resources, expansion of knowledge and improvement of skills.
- **PHYSICAL:** Programs that promote fitness, challenge, good nutrition, medical self-care, and discourage physically destructive behaviors.
- **SPIRITUAL:** Programs that encourage an exploration of questions about the meaning and purpose of human existence. These activities should challenge conventional philosophies and promote an appreciation for the depth of life and its diversity of thought.

How to Write a Program Log

Each month, the Residence Life office requires halls/houses to submit a log of programs provided to residents. This program log is easily done online. Program logs serve many purposes: they provide a written record of some of the work that staff members do; they show which Wellness areas receive more program attention than others; they allow staff members to record what they learned about putting on specific programs; they can be used to demonstrate what Residence Life does with its budget.

Program logs are completed online. You can access the program log from the Residence Life webpage at http://www.whitman.edu/residence_life/. Different RDs will have specific expectations for how often you should enter this information. In general, you do not need to list any individual programs you do with residents—only section, house, hall, or campus programs. To log in, enter your email username and you can get the password from your RD.

PROGRAM LOG INFORMATION

Date: The specific date the program was performed.

Program title: Write a good, descriptive title.

Group involved: Who was the program provided for?

Attendance: How many people benefited from the program?

Wellness area(s): What wellness areas did the program provide?

Highlights/impressions: Write at least 1-2 sentences describing the program, how it went, and any memorable experiences. This section is important—don't simply write "fun!" without describing anything. Future RAs may want to duplicate the program and will likely appreciate any helpful information you provide.

Ex. 10/13/2000. Section Meeting. B-Section. 15 people. Social/spiritual. We talked about T-shirt ideas and upcoming hall programs. At the end we stayed in the lounge and hung out for an hour, talking with Becky about Judaism and the holidays her parents celebrate. The women wanted me to

TIP! If you write down the date and highlights of each program you do in your weekly log to your RD, writing a program log at the end of the month will take less time than if you have to remember everything. Many have found it helpful to keep a paper program log updated throughout the month so input goes much more quickly when logs are due

Advertising is Everything

Advertising can make or break an event. Many unsuccessful programs could flourish with appropriate advertising. Advertising not only gets the word out about events but also creates an image in residents' minds about how worthwhile the program will be. If you make quality advertisements, residents will know how seriously *you* are taking the event. In other words, advertising not only publicizes an event; it helps to shape how successful the event will be.

Here are some basics for all kinds of programs—these methods of advertising should *definitely* be considered when planning your program!

SECTION/HOUSE PROGRAMMING

- ☞ Announce the program at the section/house meeting before the event.
- ☞ The night before the event, send out an email reminding residents about the program.
- ☞ Write a quick, flashy reminder in a visible spot where everyone will see it (a section whiteboard, a bathroom mirror, an entrance to the section/house/hall, etc.).

SELECTED COMMUNITY PROGRAMMING

- ☞ Call Barb Preas at the Scheduling Office to get your event on the all-campus calendar and into @WHITMAN.EDU, x5366 so that the rest of campus knows what's up (if all halls are having closing events, a club/organization is less likely to plan an event that night if they look).
- ☞ Make many flyers to put up around in various sections/houses.
- ☞ Make a giant banner/poster to be the centerpiece of your advertising campaign. Make sure it has all the relevant information but also make it big and colorful. Hang this in a central location, if possible.
- ☞ Tell staff members in other sections/houses/halls to pump up the event to their residents. Nothing beats word-of-mouth advertising.
- ☞ Write an email reminder the night before the event.

CAMPUS PROGRAMMING

- ☞ Do everything listed under Section/House Programming.
- ☞ Call Barb Preas at the Scheduling Office to get your event on the all-campus calendar and into @WHITMAN.EDU, x5366
- ☞ Make at least 1-2 banners to hang outside (on the tennis courts, by Olin, in Reid, etc). Be wary of the weather!
- ☞ Table toppers are effective. To place advertisements on all dining room tables on campus you will need at least 200 copies (keep in mind that they don't have to be full sheets; half and thirds work well, too, especially if you make them colorful).
- ☞ Post Office box stuffing is guaranteed to get the message out.

Successful advertising means taking note of the following:

- ☞ If you are going to bother to advertise, take some time making the ads. Remember the woodcutter story in the Time Management section of your *ResLife Handbook*? If you don't take the time to advertise effectively, all of the energy you spend on the other aspects of your program will be wasted. If you scrawl a flyer in pen and then make photocopies on white paper, absolutely nobody will notice your advertisement. **At the very**

least, plan on using the basic flier on the next page as your template. Type out words, add color, use colored paper. The basic advertisement should include the following aspects:

- A border
- Specific time/date/location
- A picture that can grab people's attention
- Incentives as to why they should come to the program
- A big catchy title

☞ Be creative. There's a lot going on here at Whitman. Dare to make your program stand out, and improvise! If your creative juices just aren't flowing, close your eyes and point randomly to one of the below ideas for a sudden flash of inspiration.

☞ Get advertisements out in a timely fashion. Our residents lead busy lives. Advertising early will let them plan ahead, which is what we encourage them to do anyway! The general rule of thumb? 3 days for an all-hall program, 5 days for an all campus.

☞ Take advertisements down when the program is over. This helps all advertisers by removing the needless clutter that can detract from the most current ads. While you are on duty, remove outdated ads. (It is important to include a **date**, and not just a day (i.e., Thursday) so that you can better tell when the ad is outdated.)

Add a letter or phrase every day * Tape message to candy
* Announce in classes * Arrows * Balloons with event in/on them *
Bathrooms * Blackboards * Bodypaint * Bookmarks * The floor * Cartoons
on posters * Celebrity * Certain groups get in free * Stickers * Chain phone
calls * Radio * Crossword * Door-knobs * Dramatization * Establish a
"hotline" * Faculty * Fortune cookies * Awards *
Windshield wipers * Letter to parents * Differently shaped signs * Hanging
from ceiling * Posting on vertical part of stairs
* Footprints through well traveled areas * Chalking (only where the rain can
wash it off) * Mystery * Notices on clocks * Free prizes * Different materials
* Roller skates * Newspaper * Pizza Box * Think random! * Singing
advertisers * Sirens, noise makers * Get another group to announce your event
* Spell event in room windows *
T-Shirts * Thrift store items * Wear posterboards * Dress in weird costumes *
Signs on stakes * Whiteboards *
Mirrors * Incorporate really random objects * Teasers *

General Hints and Suggestions

1. Advertise well, early, and often.
2. Use the section in your *ResLife Handbook* entitled, “The Role of the Staff Member: Putting on a Program,” to guide you through the “Five Easy Steps to Effective Programming.”
3. At the beginning of the year, collect all your residents’ I.D. Numbers. You will need these all semester for meal arrangements, theater passes, and miscellaneous ticket reservations.
4. The Harper Joy Theater will give you passes for all your residents if you bring a list of their I.D. Numbers. This is easier for the theater and it helps to encourage residents to attend theater productions. If your residents have theater punch cards, you can take these in as well. *Try not to abuse this privilege by reserving too many seats that won’t be used.*
5. Advertise well, early, and often.
6. Post the birthdays of your residents somewhere in the section, but don’t add years to the dates. Some people are sensitive about being younger or older than their peers. Also, be sure to record the birthdays in your own calendar, so that you won’t miss one!
7. Remember to send thank-you notes to any contributors to acknowledge their expended time and energy. Residents who receive thank-yous will blossom even further in your community, and people out of the hall will be more likely to help out again.
8. Advertise well, early, and often.
9. Bring a camera to every section and hall event. You will inevitably capture some great shots for your photoboard, or any potential year-end slide shows you want to create. Consider a digital camera or a camcorder.
10. Provide a condom bowl for your residents. The Health Center will give them to you for free. Be sure to have a note on the condom bowl explaining that the condoms are for emergencies, and not to provide any one person with an extended supply.
11. Advertise well, early, and often.
12. Save all of your *itemized* receipts and give them to your RD promptly!
13. Beware of charging your residents money. This can alienate some people. Consider having a range and pooling the money. For example, for a section T-Shirt: If the shirt costs \$12, have people pay in a range from \$6 to \$18. Explain that people need to pay what they can. You might be surprised how few people will act dishonorably within this system.

AFFIRMATION SHEETS

Wellness Areas: Emotional, Social, Spiritual

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: You and your residents validate each other by writing down how much everyone means to you. At the end, each resident has a poster with a note from every group member.

1. Announce how the program works at a section/house meeting. You might have to generate a lot of enthusiasm. Sometimes residents aren't excited about affirmation sheets at first. But when they are all completed, residents are glad they took the time to do this program, and they all have posters they can keep forever.
2. Pass out sheets of paper and have each resident write their name on their sheet.
3. Leave the sheets of paper in a community space for a specified length of time (a week or two is good). Or if you have a large block of time, your residents might want to complete this activity at the same time, in an hour or two.
4. Have residents write a note on every affirmation sheet, telling the owner of the sheet how much the person means to them, or complimenting them for their strengths/accomplishments.
5. The day before affirmation sheets are due, remind your residents to get them completed.
6. Collect the affirmation sheets and pass them out at a section/house meeting. You could have people read their affirmation sheets to the group if there is time.

Notes

This is a great section/house closure activity. Affirmation sheets can be extremely powerful and usually residents keep their sheets for years. Make sure residents know how much they can get out of doing this program—it can seem like a lot of time, but in the end the time is well spent.

BARTER NIGHT

Wellness Areas: Lifestyle, Social

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: You provide an opportunity for residents to trade possessions they don't want with the possessions of others. Everyone trades used stuff.

1. Advertise the event as much as you can. Make it sound fun. Remember, the more people that come, the more stuff there will be to trade.
2. Have residents bring any and all items that they don't really use anymore—CDs, tapes, alarm clocks, clothes, food, etc.
3. At the actual event, provide some sort of structure so there is not just a big free-for-all. Maybe in the beginning you could have everyone announce to the group what they have, so that potentially interested residents could know what sorts of items are up-for-grabs.
4. Offer to take left over stuff to a thrift store.

Notes

This is such a fun activity, and usually residents wind up with some items that they really enjoy. It probably works better with students who have been at Whitman at least for one semester already—first semester freshmen don't have much junk (or else they would have left it at home in the first place). It's better at the end of the year, when people are trying to get rid of stuff they don't want to pack.

This program is also known as: Crazy Crap Night, Shit Swap, Naked Ladies party, Goodwill Giveaway and anything else you can think of!

BATHROOM STALL DECORATIONS

Wellness Areas: Mental, Lifestyle, Spiritual, Emotional

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Bathroom entertainment when you don't have much else to do.

1. Make copies of and distribute various reading options for the bathroom stalls.
2. Replace items after 2-4 weeks.

Some ideas are:

Story Stall

Quotes

Drawing Wall

Pick up lines

Cartoons

Health/Nutrition

Nature pictures

Birthday stall

Magnetic poetry

Music composition

Riddles/puzzles

Trivia

Eco-education (but ya still have to flush!)

Crossword puzzles

Mail envelopes

The Onion

BOARD BREAKING

Wellness Areas: Physical, Mental, Emotional, Spiritual

Overall Cost: \$20-\$50 (the boards are about \$0.90 a piece)

Charge per Participant: Free

Program Capacity: Unlimited

Description: Teach your residents to break boards to build confidence and as a metaphor for dealing with obstacles in their lives.

1. Purchase boards from Lumbermen's Building Center (525-4000). Tell an employee at the customer service desk that you are ordering boards to be broken (they will know how to cut them). You need multiple boards of 12" x 8" #3 Pine.
2. Advertise the event at which you will break boards. Make sure residents know that board-breaking is not as hard as it sounds and that worried residents will not get hurt.
3. You will need something to place the boards upon. Two cinder blocks will work nicely-- anything that can hold up the board on the ground while a person is breaking it. You might also have a group of residents hold the board while another resident breaks it.
4. At the event, have a resident write down a goal on one side of the board. On the opposite side, have the resident write down a personal obstacle toward reaching that goal. Lay the board down on the cinder blocks so that the resident can see the obstacle side.
5. It is **extremely** important that the obstacle side of the board allows the resident to break the board *with the grain* of wood. Look on the side of the pine board for circular grooves. You want residents to hit into the "cup" of these grooves. If you have any questions, ask an employee of Lumberman's which side to hit.
6. Consult Whitman students or alumni familiar in board-breaking to teach you how to break boards. There is a simple technique that you can learn and teach to residents. Contact the current Tae Kwon Do club leader.

**EVERY PARTICIPANT IN THIS PROGRAM IS REQUIRED TO WEAR
EYE SAFETY GEAR!!!!**

BOOZE CLUES

Wellness Areas: Mental, Emotional, Social, Physical, Lifestyle

Overall Cost: \$20-30 dollars (alcohol and mixers)

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: An alcohol education program complete with informative quiz, video, intoxicated participants, motor skills tests, and a police officer armed with a breathalyzer.

1. Select four respected individuals (at least 21) to be a drinking control group.
2. Contact Professor Paul Yancy (x5498) in the Biology department for equipment that measures visual and aural reaction times. Have him also explain the yard stick test to measure changes in motor skills.
3. Arrange with the Walla Walla Police Department to have a police officer present with a breathalyzer. Detective Kevin Huxoll (swatdog@hotmail.com) is highly recommended. You might also try the head of security Terry Thompson who has contacts at the WWPD.
4. Various Alcohol education videos are located in the Residence Life office. The 20/20 Alcohol and Women video is recommended (and only 10 min long).
5. Reserve Video Projector and Screen from the Hunter Center for Communication Arts and Technology (x5257)
6. Excellent Quiz on Alcohol and how it affects people can be found on the k drive under: K:\ResLife\All RDs_Prentiss (Molly)\Programs\Alcohol Program.
7. Advertise. This program deserves a good audience.
8. Presenter should read the chapter on alcohol in a nutrition text book used for a nutrition class to better field questions brought up by the quiz.
9. Purchase alcohol.
10. Have whiteboard and easel on hand to record reaction times.

Notes

Select your drinkers carefully. RDs, former RA/SRs and Whitman staff members are recommended. More than 4 drinkers is not recommended. Call to confirm with the police officer several times before the event. Serve the participants at least 4 drinks, 10 to 15 minutes apart, have them take their first drink before the program begins. Provide munchies such as pretzels for the drinkers. Read the chapter on alcohol in the nutrition book, otherwise you can't answer residents' questions. Rehearse the event with those who are helping you. Advertise, advertise, advertise. Write thank you notes to all individuals who helped with the event.

BOWLING

Wellness Areas: Physical, Social

Overall Cost: about \$4 per resident

Charge per Participant: \$4

Program Capacity: Unlimited

Description: Go Bowling! Small groups or large, a great way for people to get out, be active and have fun.

1. Contact the bowling alley you will be visiting. Make sure it is not a league bowling night and that you will be able to get lanes. Possibly call to reserve lanes in advance.
2. Make a sign-up sheet. Make sure that residents know they will be paying for their game and shoes. If you will be going to the Bowlaway Lanes make sure you have enough cars to carry everyone.
3. Locations and Open Bowling times for the Bowling Alleys:

Bowlaway Lanes, 411 Ash Street

529-3000

Monday: 4-10pm Tue and Wed: 9am-12am Thurs: 9am-10pm

Friday: 4-9pm Saturday: 3-9pm Sunday: 1-5pm

Cosmic Bowling: 10pm on Fridays and Saturdays *costs more

Stardust Lanes, 330 2nd Ave

525-3536

Monday thru Friday: 4-11pm

Saturday and Sunday: 12noon - midnight

4. Costs:

Bowlaway Lanes

\$2.50 per game, \$2.00 for shoes

Stardust Lanes

\$3.00 per game, \$2 for shoes

Notes

This program may cost more if residents decide to play more than one game.

Stardust Lanes will give the school district rate to any group that will come back more than once (\$1 per game, \$2 for shoes). Call ahead for this price reservation and say you're with Whitman's Residence Life. Suggest bringing a couple extra bucks for snacks and video games. Quick study break alternative: use empty plastic soda bottles and a basketball.

BROOMBALL

Wellness Areas: Physical, Social

Overall Cost: \$90

Charge per Participant: \$2-4

Program Capacity: 20-40

Description: Play an informal game of ice hockey in street clothes and tennis shoes.

1. Assess interest at a section/house meeting. Make sure that your residents are willing to pay \$2-4 each.
2. Call the Ice Chalet (525-2575) and reserve the rink for a night you would like.
3. Do something to guarantee attendance. Make a sign-up sheet, or collect money ahead of time.
4. The morning of the program, remind residents and inform them of a meeting place.
5. Make sure everyone has warm clothing and good shoes—you do not play Broomball in ice-skates, so they should bring good shoes.
6. See **ICE SKATING** for further information about the Ice Chalet.

Notes

This is a great activity for multiple sections/houses to enjoy. Having many different residents keeps the cost low and provides a forum for meeting new people.

Sometimes the Ice Chalet will play music that you bring. Make sure residents don't play too rough—Broomball is like ice-hockey without any safety gear.

CAMPUS LIVING TOUR

Wellness Areas: Lifestyle

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Expose your residents to other living options on campus.

1. Contact staff members from other houses/halls who can set up a tour of their house/hall.
2. Either go on a tour of a variety of campus living options at the same time, or make a house/hall tour a weekly program.
3. Consider making the event a progressive party, or a mixer with the residents who live in the building you are touring. Having food involved will really help boost attendance!
4. Advertise the tours to your residents. These programs are not the most exciting events in the world, so make sure that you inform your residents of the necessity to learn about campus living options. They will care a lot when they need to decide where to live in the future!
5. After the tour, send a thank-you note to your hall/house tour guide.

Notes

Programs like this are extremely important, especially during the sophomore year and at the end of the freshman year. Make sure you explain the importance of these tours to your residents.

CAPTURE THE FLAG

Wellness Areas: Physical

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Play Capture the Flag using the campus as a playing field.

1. Advertise and announce the event.
2. When residents arrive, divide them into two equal teams.
3. Give each team a different colored flag. **Make the flags big and easy to see.** A good flag could be a piece of poster board attached to PVC pipe.
4. Explain the basic rules to both teams:
 - The object of the game is to capture the other team's flag.
 - The playing field is divided so that both teams have an equal area of land.
 - Each team must hide its flag somewhere on its land. Each team must also choose a site to place a "jail."
 - If a player from one team is caught on the other team's land, and that person is tagged, then the player must go to that team's jail.
 - A player can only escape from jail during a jailbreak. A jailbreak occurs when a player from the opposing side runs to the jail and touches one of his teammates. After this occurs, the occupants of the jail are free to run back to their home side.
 - The game ends when someone runs to the opposing team's side, captures their flag, and brings it back to their land without being tagged. If they are tagged while they have the flag, they go to jail, and the flag must remain where it is.

Notes:

This game is best when played in the dark.

Set clear boundaries—not just for dividing up the land, but also an out-of-bounds area. Ankeny Field is a good playing space, with the sidewalk that borders it an out-of-bounds area. Or you could expand the field so that it covers more of the campus.

CLUE/MURDER MYSTERIES

Wellness Areas: Social

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: This is a fun way to involve residents in a murder mystery where their RD gets killed and all the RAs are suspects. Based on the board game Clue, each suspect has a weapon and a location that could be assigned to them.

To do well in advance of the day of the event:

1. Decide on the following: what character will each staff member play? What are the weapons going to be (there should be one weapon per suspect)? Where are the possible locations of death?
2. Make a card for each suspect (staff member), weapon, and place.
3. Label a manilla envelope as a “confidential file.” If you’d like, you can decide which cards are going to be in the confidential file in advance and make a fun video to show at the end of the program to show who did it, where, and with what. (Ask Interest House RD to see previous Interest House Clue Videos)
4. Have each RA devise a few 30-second challenge activities.
5. Make up a checklist sheet for teams to use the day of the program.

To do the day of the program:

1. Begin in a large, central area to explain how the game is going to work. Show them the confidential file with the hidden cards in it. Tell them that if they pass challenge activities, they will get to see other cards.
2. Divide everyone into groups. Mix them up. Give every group a checklist sheet and send them to visit different RA/SR’s.
3. Teams have a time limit to go to each RA/SR and pass the challenge activity. If they pass the activity, they get to see cards that aren’t in the confidential file. At the end of the time limit they move on to the next RA/SR’s room/house.
4. At the end of the game, all groups report to the main lounge to explain who they think did the deed!

Notes: This game is a great way to introduce the staff to residents.

COLLEGE CABIN

Wellness Areas: All

Overall Cost: \$35-\$65 (without transportation)

Charge per Participant: \$0-\$3

Program Capacity: 6-35

Description: Whitman's College Cabin is up Mill Creek into Oregon and is a great place for community bonding. Most groups go for an overnight retreat.

1. Plan this program far in advance: usually your RD has dates reserved a semester ahead of time.
2. See **RETREAT**, and follow steps 1-8.
3. Pick up the keys from Barb Preas, x5366 before 3:30 on a weekday. Take a check with you. (cost is \$35 per night)
4. Directions to the College Cabin:
 - a. Go east on Isaacs until you get to the fork with Mill Creek - veer off to the right. Take Mill Creek.
 - b. You go past Rooks Park, and then there is another fork in the road. Stay left; don't take the Five Mile Scenic Loop.
 - c. At the next fork, stay right; don't take Blue Creek Rd.
 - d. When you run out of pavement, you have 1.9 miles left.
 - e. Watch for the green mailbox near a brown metal gate on your right. The name of the lane is "*Neotoma*."
 - f. After unlocking the gate, pass through and turn left. Drive through the covered bridge, take another left, and then go right.
 - g. **The phone number is 558-3746, and it should be a local call from Walla.**
5. These are the things the College Cabin already has: 8 beds, 24 place settings, plenty of pots and pans, a fire pit, a volley ball net, and logs with an axe to split them.
6. These are things you might want to take with you: tea bags, hot cocoa, olive oil, cookie dough, paper towels, s'more stuff, water (the water is drinkable, though it sometimes smells like sulfur), **matches**, dishtowels, aluminum foil, hand soap, newspaper to burn, board games, stereo.

Notes

See also **APPENDIX E: TRANSPORTATION** and **APPENDIX F: BON APPETIT**.

COMMUNITY SERVICE PROGRAMS

Wellness Areas: All

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Use the Center for Community Service to find, create, or develop a program for you and your residents.

1. Contact the Center for Community Service (x5765, located in the Reid Campus Center) or consult one of their publications (they often have a bulletin board up in the library). Find out which programs are in need of volunteers.
2. Discuss what kind of program your group would most like to do. There are often a variety of projects to volunteer for (indoor, outside, in a public building, for a private citizen, etc.)
3. Once a project has been decided upon, you will need to sign a community service contract with the CCC and make a sign-up sheet so you can get a list of residents who would like to volunteer. The contract and sign-up sheet will be helpful in preventing residents from backing-out later on. If you will be using college transportation or Bon Appetit food, this sign-up sheet needs to be up **two weeks** in advance. See **APPENDIX E: TRANSPORTATION** and **APPENDIX F: BON APPETIT**.
4. The night before the event, remind all participants via mail, notes on doors, signs, and the list-serv.

CORE COFFEE TALK

Wellness Areas: Mental

Overall Cost: Nothing

Charge per Participant: Free

Program Capacity: Unlimited

Description: Host a professor in your hall for one of the Core Coffee Talk programs.

1. At an SA meeting early in the semester, a list of professors should be generated that are consistent with the assignments for the General Studies Core.
2. Confirm with professors you are assigned to bring to the hall, and advertise events you are assigned to advertise. Advertise especially to your own hall-if you are hosting a Core Coffee Talk, it is part of your responsibility to generate enthusiasm in your own location.
3. The day of the event, pick up the hot water heater, drink mixes, napkins, and paper cups from the Academic Resource Center.
4. Start heating the hot water about 45 minutes before the start of the program.
5. Introduce the designated speaker of the evening, and thank him/her after the talk is over.
6. The next day, return the coffee supplies to the Academic Resource Center.

Notes

This is a program sponsored by the Student Academic Advisers. Contact the Academic Resource Center (x5213) if you have any questions.

CORE DISCUSSION

Wellness Areas: Mental

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Invite 3-5 Core professors to come discuss the General Studies program—both in terms of the academic assignments and why the Core program is structured the way it is.

1. Find a day that is relatively free of campus events. Call Barb at Scheduling.
2. Invite 3-5 Core professors to come to the hall who you feel would be good, lively presenters. Realize that 1-2 of them may have to cancel.
3. Heavily advertise the event. You are not simply inviting one professor to the hall, but many. If they do not receive a big audience, then they feel like they are wasting their time.
4. Have a few starter questions to provoke discussion. Some good questions:
 - What would you change about the Core program?
 - Why doesn't Core feature more minority authors?
 - How does first-semester Core compare with second-semester or second-year Core?
 - What is the history of the Core program?
 - What should students get out of Core?
5. Allow residents the opportunity to ask questions.
6. After the event is over, send each professor a thank-you card.

Notes

This program not only generates excitement about Core, but also educates residents about where the Core program comes from and why it is beneficial.

Recommended Core Professors

Julia Davis	Olin 326B	x5054
Dana Burgess	Olin 330	x5256
Keith Farrington	Maxey 114	x5203
Jon Walters	Olin 149	x5246
Andrea Dobson	Sci 364	x 5858
Craig Gunsul	Sci 244	x5142
David Schmitz	Maxey 219	x5201
Bob Withycombe	Hunter 204	x5296

DANCE

Wellness Areas: Physical, Social

Overall Cost: \$10-\$20 for food, \$35 for ASWC Sound and Lights, upwards of \$100 or more for a paid D.J., or find a friend!!

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: There are a variety of kinds of dances you could plan and implement. You could have a simple dance, using someone's stereo and residents' C.D.s, or you could host an all-campus dance with a professional D.J. and lots of extra equipment.

1. Consider what kind of dance you'll have: will there be a costume theme? Who do you want to attend? How much money do you want to spend?
2. Select a good date for the dance. The date that a dance takes place can make or break its attendance. Make sure that it is not during a busy time of year or that it does not conflict with many other big events. Check with Scheduling.
3. Advertise the event. If you want a big dance, advertise a lot.
4. A good way to increase attendance for a dance is to get residents to help plan it. Work with a hall government, if applicable. It gets residents excited.
5. Arrange for music and sound equipment.
 - ASWC Lights and Sound will set up good equipment and is not too costly. For a complete price guide and directory of how to schedule your dance, see **APPENDIX D: ASWC LIGHT AND SOUND RATES**.
 - Collect music before the actual day of the dance. If you are planning a theme dance, make sure you can get the type of music you want in advance.
 - Find some good D.J.s. Sometimes residents and staff members can make great D.J.s, and it is a good way for them to get involved.
 - For additional dance supplies, see **PARTY**.
6. Purchase decorations and food. This is a great way for residents to get involved. Decorations and food can greatly enhance the theme of a dance.
7. If expecting large or unpredictable numbers of attendees, a Whitman Security Officer must be hired (they run approximately \$26/hour). If a smaller group is expected, contact them at security@whitman.edu to keep them in the loop about your event and ask if they're willing to have the regularly scheduled officer swing by once or twice to make sure all is going as planned.

DODGEBALL

Wellness Areas: Physical

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Get your group together in a gym and throw volleyballs at each other! This program might serve as a good mixer between communities: it's competitive, but they get mixed up and interact.

1. Reserve gym and balls for event. Call Travis Feezell at x5288.
2. There are two major versions of Dodgeball: Here is the first-
 - a. Half the group playing forms a circle around the other half, who stands in the middle.
 - b. Use one or more rubber balls to throw across the circle.
 - c. If the ball hits one of the people in the middle, they have to trade places with the person who threw it.
 - d. If one of the people in the middle catches the ball, they have to join the outer circle.
 - e. The object is to be the last person in the middle of the circle.
 - f. To tone the game down, you can say the ball must bounce a certain number of times, and/or clarify no throwing above the waist.
3. The second way to play goes like this:
 - a. Split into two teams
 - b. Separate the two teams by a line
 - c. Spread out balls on the line in the middle
 - d. Yell, GO!, run and throw balls at each other
 - e. If someone is hit by a ball, they must stand in a line on the sideline known as "jail"
 - f. If someone on a team catches a ball, one person is released from jail
 - g. When a ball is caught, the thrower of the ball stands in his/her team's jail
 - h. Continue the game until everyone is in jail... if it doesn't last long enough, yell JAILBREAK!

DOOR STOPS

Wellness Areas: Social, Mental

Overall Cost: free or ~\$25 for fabric/beans

Charge per Participant: nothing

Program Capacity: unlimited

Description: A way to be both creative and practical. Residents decorate their own doorstops (either bean bags or rocks).

1. Rock Doorstops
 - a) Gather supplies. Collect medium to large rocks-- a good place for this is at the resevoir. Don't take rocks from on campus!
 - b) You will also need paints (tempera is good), brushes, cups of water for rinsing, plates for paint palates.
2. Beanbag Doorstops
 - a) Talk to Joann's Fabrics about finding a pattern, good fabrics and fill. You can be as creative as time allows-- make a frog pattern, heart, star, or just a simple bag. As well as your fill (beans, rice, or sand are some examples) you will also want to buy an assortment of different colored fabrics and some needles and thread.
 - b) This project is a little more involved-- you will probably need to make the basic bag beforehand, leaving one side open and then provide the fill, needles, thread and fabric paints for your residents to use on their own.
3. Designate a space and set up-- you will want to put down newspaper or garbage bags for people to rest their creations on as they paint/ sew.

DR. BALL

Wellness Areas: Spiritual, Emotional, Mental, Lifestyle

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Dr. Ball is one of Whitman's best beloved figures. He has prepared a series of topics on which he is happy to come discuss as a hall or with smaller groups. A wonderful way to foster community discussion and growth.

1. Contact Dr. Ball at x5939 to set a date and time to come talk. It's best to do this early before he gets inundated with requests!
2. Look over the suggested topics that Dr. Ball has provided and assess the needs of your section/hall/house.

Love and Marriage

The role of sex in relationships

Relationships with Parents

Religion: the difference between Western and Eastern religion

Academic problems and academic success: the role of motivation

Tampering with Life Processes: abortion, suicide, assisted suicide, gender selection

The foundation of ethical obligation

Different ways of looking at the Bible

Notes:

Dr. Ball's suggestions: "In the past, it seemed to work if we met early in the evening, though some preferred a later time. It proved important to present these discussions as taking only an hour, for students would be wary of committing a large part of their evenings. It seems best not to post a notice of just the beginning time of the meeting. The closing time could be mentioned too; like 6:30-7:30. I would also be glad to meet, more or less privately as desired, with small groups of two or three or so to talk over issues, ideas or personal situations."

Inviting Dr. Ball to speak during dinner has proved effective-- taking trays out to the main lounge works well.

EDUCATIONAL GAME SHOW

Wellness Areas: Mental, Social

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Produce your own game-show event in which residents compete on teams to win some kind of prize. The program is fun but can also serve to educate your residents on a particular topic.

1. Pick a television game show style that you wish to use, or come up with your own format.
2. Research questions for residents to answer that deal with a certain topic. For example, if a category in your game show is “campus resources,” research and write 4-5 good questions that test residents’ knowledge on the locations and services of resources on campus.
3. Advertise the event.
4. Have residents divide up into 2-3 teams. One person on each team should be that team’s spokesperson, the only person who can answer the question for the team.
5. Give the winning team some kind of prize.

Notes

The format of *Jeopardy!* works extremely well. You can pick 6-10 good categories to educate residents about various aspects of campus/academic life.

ENORMOUS NINTENDO

Wellness Areas: Social

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Play video games on a giant screen so you can have a big audience.

1. Reserve the video projector from Hunter’s Center for Communication Arts and Technology (x5257, Hunter 202).
2. Arrange to use a video game system from a staff member/resident. Older Nintendo game systems (the old 8-bit systems) make this program more accessible to residents who are not experienced or knowledgeable about the newer, faster machines.
3. Reserve a time and location to project the video games.
4. Advertise—more creative advertising will bring more players!
5. If you want, you can set up some kind of tournament competition. See **SPORTS TOURNAMENTS**. Select a game of your choice and have multiple rounds until one player wins the championship.
6. On the day of the event, pick up the video projector. You could also pick up a screen, or you could use a white sheet. A white sheet is easier to use because you don’t have to pick it up or return it, and sheets can be much bigger than screens you can check-out.

EVENTS CALENDAR

Wellness Areas: Social, Mental

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: A calendar containing all house/section events or all major academic dates.

1. Make a giant calendar for each month of the semester and place in a visible area of the section/house/hall.
2. Fill in events in a specific color of ink.
3. Ask residents to write their major academic exams, papers due, etc. to the calendar in a specific color of ink.
4. Use the calendar to determine when your residents will be relatively busy, free, etc.

Notes

A calendar can serve as a means of tabulating and remembering section activities as well as acknowledging the importance of individual activities, evolving a sense of ownership of the section/house/hall community.

FAREWELL DESSERT

Wellness Areas: Social, Emotional

Overall Cost: \$0-100. More if you want a fancy location

Charge per Participant: \$0-5

Program Capacity: Unlimited

Description: Provide a formal activity to end each semester, either saying goodbye to an outgoing residence life staff or saying goodbye to a group of residents.

1. Advertise and announce the event. Personal invitations can be a good way to specially invite residents to come.
2. Let residents and staff clearly know the purpose of the dessert. Is it an end of the semester celebration? Is it a way to formally say goodbye to a house/hall staff? Is it a way for a house/hall staff to formally say goodbye to residents?
3. Decide on a good location for the event.

Prentiss Dining Hall

Jewett or Lyman Dining Halls

Alumni House

Cordiner Foyer

Reid Campus Center

Susan Todhunter (x5763)

Julie Zumwalt (x5429)

Margaret Hogle (x5167)

Barb Preas (x5366)

Barb Preas (x5366)

FILM COMPETITION AND FESTIVAL

Wellness Areas: Social, Mental

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Residents from various sections/houses make short videos and submit them for a final festival. At the end of the festival staff members announce the winners of “Academy Awards.”

1. Heavily advertise the event. This program will only work if many residents wish to participate. Have staff members heavily support the program.
2. Give the Multimedia Staff in Hunter **four weeks** notice of your event, so they can expect residents/staff to schedule times to edit videos and/or learn how to.
3. Give each section/house clear guidelines and goals for each movie. Such guidelines should include:
 - The day that film submissions are due, 3 days before you actually want to screen them!!
 - Awards categories (best actor, actress, kiss, use of the RD in a video, etc.)
 - The time maximum for each video (10 minutes per video is good).
 - The contact information for resources to make a video. Residents in need of equipment can check-out supplies from Hunter’s Instructional Media Services (Hunter 202, x5257). Residents can edit their videos at Hunter’s Technology Services (Hunter 405, x4941)
4. Collect movies on the due date and have all staff members serve as judges. Collaboratively decide on which videos should win which awards.
5. Arrange for a date for a film festival. Heavily advertise *this* event. If residents all participated in making films, then they should want to see their film displayed for others as well as what other sections/houses produced.
6. Reserve the video projector from the Hunter Office (x5257). Do this at least **two weeks** in advance, especially if the festival will be on a weekend night.
7. On the day of the event, pick-up the video projector and a large screen, if necessary. Sometimes you can substitute a screen with a large white sheet.
8. Show the movies from each section/house and then announce the prizes!

Notes

This program is great for creating a larger sense of community. It’s a great event.

FINALS WORKSHOP

Wellness Areas: Mental

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Bring professors to the hall to talk about how to study for various kinds of finals.

1. Assess and determine the needs of your residents in preparing for finals.
2. Invite professors to come to your house/hall depending on resident's needs. If you are in a first-year hall, residents may be concerned about a variety of academic subject areas. If you live in an interest house, it may be helpful to invite a professor based on that specific interest.
3. Advertise the event. The more professors you invite, the bigger the program should be. Guarantee the professors you invite a good audience.
4. Have each professor talk for 3-5 minutes about the format of final their department uses, and what each department looks for when grading finals.
5. At the end of the presentations, open the discussion for audience questions.

If you are in a first-year hall, it would be good to invite 4-5 different kinds of professors. A typical finals workshop could include a calculus professor, a chemistry professor, a Core professor, a professor who will use a blue-book exam, and/or a social sciences professor.

See also **CORE DISCUSSION** and **SPEAKER**.

FORMAL DINNER

Wellness Areas: Social, Lifestyle

Overall Cost: \$20-40, for decorative supplies and cleaning fees

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Treat your residents to a nice formal dinner!

For 10-50 Residents

1. Announce the dinner to your residents and any other sections/houses that are invited. Have them sign-up by writing their names and food-service numbers on a sign-up sheet.
2. Determine a good location for the dinner. To use a dining hall, contact Susan Todhunter (x5763) for Prentiss or Julie Zumwalt (x5429) for Jewett or Lyman. You could be creative with possible places, and use various other locations on campus (Hunter, Residence Hall study rooms, etc.)
3. Put the residents in charge. Have some residents plan what to eat and cook, other residents decorate the location of the dinner, and other residents clean up after the meal is over.
4. Once a meal has been decided, order the food for a pack-out from Prentiss Dining Hall at least **two weeks** in advance. See **APPENDIX F: BON APPETIT**.
5. Pick up the food the morning of the event. Have the cooks cook, and the decorators decorate! Decorations can make an event.
6. Want entertainment? See **PERFORMANCES** for possibilities.
7. Write a thank-you card to the Bon Appetit employees who helped you order so much food.

For 50+ residents

1. You should consider having Bon Appetit make the dinner for you. Ask your RD about doing a formal dinner—each RD can ask for one formal dinner per semester for their hall/house system.
2. Contact Bon Appetit early in the semester for formal dinner possibilities. Let them know well in advance that 50+ residents want a special meal on a specific date.
3. Follow the procedures outlined above. Work well with Bon Appetit and be flexible. They are doing a tremendous service by preparing a special meal!

Notes

This program will take a considerable amount of work from many residents and all staff members involved. If you commit to it, plan to invest a lot of time.

HIDE AND SEEK

Wellness Areas: Mental, Social

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Play hide-and-seek in an academic building when it is not highly occupied. The goal is to get residents to discover and explore an entire building.

1. Advertise the event to residents.
2. Meet in your house/section. Walk over to the academic building of your choice (Olin, Hunter, Maxey, and the Science Building all work best).
3. Establish some firm rules. Don't let people hide in rooms that are being used by people or in bathrooms. Don't let people be loud or disruptive.
4. Have everyone group into teams of three. Choose one group to be seekers and all other groups will hide.
5. Give groups 2 minutes to hide. Once they pick a place to hide, they must stay in that place for the remainder of the game.
6. All groups, including the seeker group, must stick together. Once a hiding group is spotted, they can form a separate seeking group. Multiple seeking groups can go searching in different directions, as long as all groups stay together.
7. Set a time-limit, so people know when the game is over. 30-45-60 minutes is good.

ICE CREAM TASTING

Wellness Areas: Social

Overall Cost: \$2 per resident

Charge per Participant: \$2 per resident

Program Capacity: Unlimited, provided you have transportation.

Description: Travel around the Walla Walla community and sample different kinds of ice cream/sorbet/frozen yogurt from the area!

1. Make a sign-up sheet. Make sure that residents know that the event will cost \$2 and ask if they have a car. This will help you know your transportation needs and allow you to collect money ahead of time.
2. Meet at a designated place on campus.
3. Go to one ice-cream location after another. At each location, purchase 1-2 scoops of a desired ice cream in a dish. Everyone samples the ice cream using their own spoons.

Locations of some Walla Walla ice-cream sources

Baskin Robbins 31 Flavors	522-3131	2003 Isaacs Rd.
The Big Twist (in Blue Mountain Mall)	525-3745	1631 E. Rose
Ice-Burg	529-1793	616 W. Birch St.
Shady Lawn Antiques and Coffee	529-2123	711 N. Rose
TCBY Treats	522-8229	1850 Isaacs Rd.

INTEREST HOUSE DINNERS

Wellness Areas: Lifestyle, Mental, Social

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: 1-12 residents

Description: If you live in an Interest House, host another section from campus for dinner to show off what it is like to live in your house. If you live with a section of residents, take section/house residents to dinner to expose them to the beauty of the Interest Houses.

1. If you live with a section of residents, contact the RA of the Interest House that your group is most interested in visiting.
2. If you live in an Interest House, find a date for the section to visit you so that most, if not all, of your house residents can host the dinner.
3. Both RAs should decide on a meal if cooking is involved. If you want to order food through Bon Appetit, pizza is usually a good choice.
4. The RA of the section should hang a sign-up sheet in a visible location **two and a half to three weeks** in advance. The sheet should contain the date and time of the dinner and the residents must write their food service numbers. Make sure they know that by signing up, they will not be able to eat in the dining hall if they should back-out later on.
5. Submit food service numbers to the RA of the Interest House **no later than one and a half weeks** in advance so that s/he can turn them in.
6. Remind all participating residents the day before and the day of the event.
7. Send the Interest House a thank-you note signed by all of the participants.

Notes

Programs like this are really important, especially during the end of the freshman year and during the sophomore year. Residents will be looking for other places to live, and it is very worthwhile to expose them to a variety of living options. For Interest Houses, it is very important to demonstrate what it is like to live in your house, and in Interest Houses in general, to those who may apply. One SR had a rotating schedule in which she offered to take residents to a different IH for dinner on a set day each week. She arranged it with the IH staff, had a set sign-up system and hit each house within the semester!

INTRAMURAL SPORTS

Wellness Areas: Physical, Social

Overall Cost: \$20

Charge per Participant: \$1-2 per participant

Program Capacity: 10-20 residents

Description: Play with your section and compete in Whitman's popular IM program.

1. Investigate current IM sports options. If you would like, contact the Intramural Sports Coordinator.
2. **Fall sports:** flag football, soccer
Spring sports: basketball, softball, volleyball
3. Pick up an IM sports registration form from Sherwood Center.
4. Assess interest from your residents. Make a sign-up sheet to collect names of potential players. Let your residents know the level of commitment that would be expected from them. Collect \$1-2 from players.
5. Return the sports registration form to Sherwood by the due date and time.
6. Give your team spirit by making uniforms, wearing section/house shirts, etc.
7. Have fun! Recruit other sections/houses as fans to come watch!

Notes

An intramural sport can become the focus of section/house programming. Residents who are not part of the team can feel left out and that there is no programming for them. Make sure that if you participate in an IM sport that there are other section activities.

KARAOKE & OPEN MIC.

Wellness Areas: Social, Mental, Emotional

Overall Cost: \$20 for ASWC sound equipment

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Members of your group get the opportunity to perform using fun sound equipment.

1. Reserve sound equipment through ASWC Sound and Lights. There is a form you must fill out in the ASWC office. See **APPENDIX D: ASWC LIGHT AND SOUND RATES**. Be sure to specify what kind of equipment you need, i.e. lights, number of microphones., CD player, amplifiers, etc..
2. Reserve a venue large enough of the equipment and the number of people you expect will participate.
3. Post a sign-up sheet for performers or go door-to-door to solicit acts. Encourage karaoke performers to bring their own music.
4. Advertise.

Notes

Hype is everything with this event so talk it up. For Karaoke night, provide a large CD collection for people to peruse. You'll get some spontaneous acts.

LIBRARY TOUR

Wellness Areas: Mental

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: 10-20

Description: Go on an hour-long tour of the library to learn about the new study spaces, access to resources, and the general layout of the area.

1. Assess interest at a house/section meeting. This might be a program that requires some encouragement from you. You might talk about how worthwhile a tour of the library could be to prepare for coursework and senior exams/papers.
2. Call or visit the Assistant Director of the Library (x5917, room 215) to arrange a tour for your residents. Make sure to clearly indicate what you want to see on the tour. For example, if you and your residents are especially interested or not interested in learning about a certain aspect of the library, make sure you make this known.
3. Advertise the event and remind your residents about the tour.
4. When the tour is over, write a quick thank-you note to the tour guide.

Notes

This is a *very* worthwhile program. It can be extremely helpful, even if your residents don't use the library that much now - their senior year they will thank you once they are familiar with the layout of the library and its resources!

LISTSERV

Wellness Areas: Social, Mental

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Create an e-mail list-serve for your hall, house, section or committee as an easy means of advertising, informing, education and conversing.

1. Acquire the e-mail addresses of everyone you want on your list. This can easily be done by having a list of everyone's full name. Whitman e-mail addresses are composed of the first six letters of a person's last name, followed by their first initial and middle initial. (If the last name is shorter than six letters then their address will be shorter. If they do not have a middle name then their address will be shorter. If they have a hyphenated last name, it is the first six letters of the first last name.)
2. Log into your Students account and at the prompt type "pico"
3. You should now have a blank screen. ON each line type one e-mail address per line, like this:
 hayeslj
 crabbjl
 pillsbmb

When you have completed your list hit Control X simultaneously and save the file as ".qmail-*listname*" with *listname* being whatever you choose to call your list. Notice the period before qmail. It is very important. The list name must be all lower-case letters.

4. To write to the listserv one would type the e-mail address of the person who owns the list, dash, and then the name of the list-serve, like this:

kirkpass-anderson@whitman.edu

Notes

Questions? <http://wcts.whitman.edu/docs/qmail/maillinglists.html>

Be sure to inform your Resident Director of any lists you create so that they and other staff member in your building have the option of being included on the list.

MAFIA

Wellness Areas: Social

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: 10-30 residents

Description: A great game, and easy to organize. Citizens try to determine which of the townspeople are mafia, while mafia try to kill as many people as they can. A true game of skill.

1. Advertise the event and bring a deck of cards.
2. Count how many players are in the game, and make sure there is one jack and that roughly $\frac{1}{4}$ of the rest of the cards are kings or queens. Distribute a card to each player. Players who receive a numbered card or an ace are considered citizens. Players who receive a queen or a king are considered mafia. The player that receives the jack is the sheriff. After you distribute the cards, get everyone playing to pick a persona in the town, and have everyone make up and share a background story for themselves.
3. The game takes place in two cycles, day and night. During the night, everyone's eyes are closed. The moderator (you) asks the mafia to quietly open their eyes and select someone to kill. The mafia must agree upon the person. The moderator asks the mafia to close their eyes. Then the moderator asks the sheriff to open his/her eyes, and select someone to identify. The sheriff points at another player and the moderator communicates either "yes, that person is a mafia member," or "no, that person is not a mafia member." Then the sheriff closes his/her eyes, and the night is over.
4. The day starts with everyone opening their eyes. The moderator announces that a citizen has been killed (who the mafia selected to kill during the night). That person is out of the game. All players discuss who they think are mafia members and nominate three people to put on trial. Those three people are allowed to give a defense. At the end of all the defenses, everyone votes for the citizen to die. That person will indicate whether or not he/she is mafia, and is also out of the game.
5. The game goes back to the night phase, and cycles on and on. The game ends when all of the mafia die, or when the mafia kill off all of the citizens.

Notes

This game works best with about 20 people. Adding some creative storylines throughout the course of the game (as the moderator) can make it more fun.

MASSAGE WORKSHOP

Wellness Areas: Physical

Overall Cost: \$20+ to incoming massage therapist

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Learn simple massage techniques and have them performed on you! A great study break.

1. Contact a massage specialist to see if they can come into your hall/house/section to lead a workshop.
2. Reserve a time and location for the program to be presented.
3. Advertise. On the advertisements, be sure to let residents know if the workshop will focus on a specific part of the body (back, neck, shoulders, feet, etc.). This can help some residents feel safer about coming down to this program.
4. On the day of the event, confirm with the leader of the workshop that he/she can come.
5. Prepare the location of the event with nice, relaxing music and set the lighting appropriately. Tell people to bring pillows, in order to be more comfortable.

Notes

This is an excellent study break idea, especially when residents are most stressed out. Consider putting it on during finals week!

MERCHANTS DINNER

Wellness Areas: Social

Overall Cost: \$5-8 per resident

Charge per Participant: \$5-8 per resident

Program Capacity: 30 people

Description: Go to Merchants for Pasta Night on Wednesdays to experience a fun night out with your friends!

1. Assess interest in a section/house meeting. Make sure that residents are willing to spend some money to go eat out!
2. Contact Merchants (525-0900, 21 E. Main Street) and tell them that they can expect a large group of people. This is extremely important. Your group might not get seating or might be split up without giving the restaurant notice.
3. Post signs and remind people to meet.
4. Plan to leave/arrive at 5 pm. It gets crowded fast!
5. Remind people to bring their own money!

Notes

Make sure that all residents who want to attend can go. Sometimes if a section/house does a lot of programming that requires money, a resident can get left out if he/she does not have money to spend. Pooling money and having some people contribute more if they can is a great way to ensure that everyone can go.

MOVIE (BIG SCREEN)

Wellness Areas: Mental, Spiritual, Emotional, Social

Overall Cost: \$5-10 for video rental, snacks, and beverages

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Show a movie and project it to create a theatrical experience (as opposed to showing a movie on a TV/VCR/DVD) and discuss it.

1. Reserve a video projector from Hunter's Instructional Media Services (Hunter 202, x5257). This needs to be done **two weeks** in advance, especially if the movies are to be shown on a weekend night.
2. Reserve a big, open space to show the movies.
3. Pick 1-2 movies to show. Try to see if staff/residents own the movies. Next try checking-out the movies from the library. Finally, rent the movie from Blockbuster Video if you cannot get it for free. The Blockbuster on 9th Street has a better selection than the Blockbuster on Isaacs Street.
4. Advertise the movies so that residents know which movie will be shown when.
5. On the day of the event, pick up the video projector and movies. Check-out a screen from Hunter in addition to the projector, or project the movie onto a white sheet. Before you show your movie, be sure to do a test run, to ensure that everything works smoothly when it comes time for your event!

Notes

If you can locate good speakers, you can easily connect them to the video projector. This creates a good surround-sound experience that greatly adds to the theatrical feel of watching a big-screen movie.

A white sheet can be better than checking-out a screen. You don't have to pick-up or return the sheet (obviously), and good sheets are bigger than any screen you can get. If you can locate and hang up a sheet, that is probably what you should use.

Finally, you can make this an academic program by discussing the movie afterward or inviting a professor to help lead the discussion.

MYERS-BRIGGS

Wellness Areas: Lifestyle, Mental

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Participants take a personality type indicator test to learn about themselves and each other.

1. Pick-up test questions and answer sheets from the Residence Life office.
2. Pass out tests to residents. Stress the importance of the due date and the return of the question booklet (\$1 charge if not returned).
3. Collect materials from residents.
4. Submit answers and question booklets to the office for scoring. Allow up to 2 weeks for processing.
5. Contact Nancy Tavelli, Director of Residence Life, (x5297) to arrange a presentation of the results with your group.
6. Pick up corrected answer sheets and make Personality Indicator Answer Posters to help display the group's results at the presentation. (Ask Nancy for more information on what she wants on them)

Notes

This is a great program closer to the beginning of the semester as a way for residents of a section/house/hall to know other people with similar personality traits.

PARTY

Wellness Areas: Social

Overall Cost: \$20-100

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Host a big party for residents or the campus.

1. Determine the location of a party. Things to keep in mind: quiet hours, the mess that will remain when the party is over, what kind of party you wish to have, etc. Reserve the location, if applicable.
2. Predict the number of participants and advertise accordingly. If you want a huge party and turnout, advertise that way. If you want a smaller gathering, advertise only to the people you wish to invite.
3. Interested in Party Supplies? Check out these great retail stores:
 - Sandy's U Rent**
525-1460
Sells and rents big party supplies, helium tanks, fog machines, etc.
 - Big K-Mart**
529-3890
Sells disposable helium tanks and other decorative supplies.
 - ShopKo**
525-8733
Sells various decorative items and cheap food.
 - Grocery Outlet**
525-5753
Sells the cheapest food items imaginable—very cheap ice cream (in bulk), cake mixes, baking items, etc.
4. If you would like a root-beer keg, you can place an order with Bon Appétit—contact catering for more information. Check and see if you can purchase it with flex dollars!
5. If expecting large or unpredictable numbers of attendees, a Whitman Security Officer must be hired (they run approximately \$25/hour). If a smaller group is expected, contact them at security@whitman.edu to keep them in the loop about your event and ask if they're willing to have the regularly scheduled officer swing by once or twice to make sure all is going as planned.
6. See also **DANCE, PERFORMANCES, SEASONAL CELEBRATIONS**, and **APPENDIX D: ASWC LIGHT AND SOUND RATES.**

Notes

The key to a good party can be a good theme with good decorations. Parties usually become more expensive than originally planned—sometimes even if you want to have a simple dance party, lots of money can be spent on needed decorations and food items. Plan in advance what you want to spend and what kind of party you want to put on and

be creative! Ask your RD for crazy ideas, too. They've probably seen it all and can help brainstorm inexpensive ways to decorate and throw a good bash.

PERFORMANCES

Wellness Areas: Social

Overall Cost: \$10-\$20

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Invite a popular campus group to perform at your meetings or function.

1. Determine what campus group would be best for your particular meeting/function.
2. At least **two weeks** before the event, contact a member of the group and ask if they can perform at the specific date/time you suggest.
3. Talk to your RD about how and if groups can be paid, if the group asks for a fee.

Some Performing Group Contacts

Schwa	Lauren McCune	mccule
Sirens of Swank	Molly Cherkin	cherkimb
TestosterTones	Tyler Kent	kenttj
Theater Sports	Will Hyman	hymanwd
Whitman Juggling Club	Haakon Karuzas	karuzahj
Walla Walla Rhythm Train	Keith Farrington	x5203
Whitman Jazz Band	David Glenn	x5230

PHOTOBOARD

Wellness Areas: Lifestyle, Social

Overall Cost: \$5-10 for film and developing or printing

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Take photos of your residents and place them in a visible spot for all to see!

1. Design a nice photo display poster out of butcher paper at the beginning of the semester.
2. Throughout the semester, take pictures of your residents at each major section activity.
3. Put up pictures of residents as soon as you can get your film developed. It can be fun sometimes to leave space on the photoboard around each picture so that residents can write comments around each photograph.
4. Keep the negatives of your photographs for possible reprints or slide shows at the end of the semester.

Notes

A photoboard is an excellent way to make people feel like they are part of a larger community, and that everyone in the section/house/hall is special.

Make sure that you include photographs of **all** of your residents—if you only take photographs of people doing crazy things then you will defeat the point of trying to make everyone feel involved... the quieter people should also be well represented.

PHOTOGRAPH

Wellness Areas: Social, Lifestyle, Emotional

Overall Cost: \$5-10

Charge per Participant: somewhere around \$3, unless residents do not want a copy of the photo.

Program Capacity: Unlimited

Description: Arrange for you and your residents to have a group photograph taken.

1. Assess interest at a house/section meeting.
2. Find a date that works for *all* residents to have your picture taken.
3. Arrange for someone to take the picture. This can be a friend, other staff member, or a good photographer. Chris Bishop, Communications Project Specialist, takes photographs for the college, and can be reached at x5769.
4. Purchase black-and-white film and arrange to borrow a nice camera to take picture with. Alternately, you can take it digitally and have it printed at the MDL in Hunter. The large plotter printer costs \$3 per linear foot (so a 3' x 3' poster would be \$9).
5. After film is developed or the picture is printed, order enlarged copies for the section/house and all interested residents. You can email the picture to everyone for FREE to use as their desktop background!

Notes

Programs like this always seem worthwhile years after your current living situation, when people can look back and remember their onetime house/section -mates.

PLATE MAKING

Wellness Areas: Social, Mental

Overall Cost: ~\$5 per plate

Charge per Participant: Nothing or \$5 per resident

Program Capacity: limited only by supplies

Description: Be artistic and practical! Decorate plates to commemorate a section/house/staff and provide a useful memento.

1. This program should be done through the RD. Talk to your RD first to find out if there are enough supplies to make plates. The RD will provide you with all the materials you need.
2. Plan a time-- at a section meeting, for a study break, or just for a program. It's best to do this earlier in the semester so that you will have time to get them back before everyone leaves.
3. Get the materials from the RD-- you will need special circular paper and specific pens.
4. Once your residents have decorated their papers, take everything back to your RD and he/she will mail it in.
5. Pick up your completed plates from your RD, pass them out and oooh and aaah over your brilliant artistry!

Notes

Make sure you use the right pens (and NO pencils)! Be careful of obscenity-- any obscene words, references or pictures on the plates won't be printed by the plate making company.

Plates generally take about 6 weeks to get back from the manufacturer after you've decorated them-- check with your RD for more exact information. Make sure that you do this project early in the semester to allow time to get them back to your residents. This is a great way for residents to be able to get food from the dining halls and not waste paper products or get in trouble for taking dishes out of the dining halls.

POOL ACTIVITIES

Wellness Areas: Social, Physical

Overall Cost: \$8 per hour, per lifeguard. \$3 for movie if applicable.

Charge per Participant: Nothing

Program Capacity: 20 people per lifeguard

Description: Reserve Sherwood pool exclusively for your group to participate in such activities as pool parties, animal ball, kayaking, and watching movies on the wall.

1. Reserve pool at least one week in advance with the Sherwood pool director Jen Blomme (x5287). There may be a form to fill out.
2. Find lifeguards who are willing to be paid to be at your activity. The pool has a list of certified lifeguards on campus.
3. If you want to reserve a video projector to show a movie on the wall, contact Instructional Media Services (x5257, Hunter 202).
4. If you want rafts/boating supplies, contact the Outing Program (x4395). See **APPENDIX C: OUTING PROGRAM RENTAL RATES.**
5. Advertise a lot. If you are investing a lot of time and energy into a program like this, you should guarantee that residents know about it.

Notes

A program of this capacity needs planning and implementation by multiple staff members. Make sure that if you are in charge of putting on an event like a pool party that you have active help from other staff members and even some residents.

PROGRESSIVE ICE CREAM PARTY

Wellness Areas: Social

Overall Cost: ~\$75

Charge per Participant: nothing

Program Capacity: Unlimited

Description: Go from room to room getting ice cream and lots of different toppings.

1. **Have sign-ups for each room that wants to host a topping.**
2. Go shopping for bulk ice-cream and toppings. Some suggestions include: chocolate, strawberry and caramel sauces, sprinkles, gummy bears, mini M&Ms, whipped cream, cherries, nuts and whatever else you think of ☺ You may also want to buy some paper bowls and plastic spoons-- some people won't have their own dishes.
3. Designate a starting location where everyone will go to get their ice cream.
4. Assign each participating room a topping (it's best to give the same toppings to a couple different rooms so there isn't too much waiting around). Try to spread the toppings out to rooms all over the hall. Then make a large map/sign that shows which rooms have which toppings and post that at the starting place.

Notes

When shopping-- go for bulk! It will be a lot cheaper and you will be able to get more variety. Also only get one or two varieties of ice cream-- too many choices and people will get picky and cranky if their flavor runs out. It's also a good idea to provide a vegan option -- you can buy some sorbet in just about any grocery store's ice cream section (note: Sherbet is NOT vegan, *sorbet IS*).

It's a good idea to plan this one well in advance-- if you can collect your sign-ups early, you can advertise which rooms will be hosting which toppings and maybe even make little maps (if it's an all-hall event).

This is a great way to get sections to mix and get people visiting other rooms-- a wonderful program for the beginning of the year!

This program can also be done with curry, chili, burritos, or any number of main dishes. Search around online for dishes that require assembly.

SPIRITUALITY PANEL

Wellness Areas: Spiritual, Emotional, Mental, Lifestyle

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Gather a panel of faculty, staff and students with diverse religious and spiritual experiences and views-- foster a discussion and provide information on different religious backgrounds and experiences.

1. Contact different faculty, staff and campus groups-- decide on a panel and a date and time for the discussion.

Some possibilities:

- **InterVarsity Christian Fellowship**
- **Shalom** (Judaism)
- **Unitarian Universalists**
- **Whitman Methodists**
- **Dr. Ball** (Christianity, Spirituality, Eastern vs. Western religion)
- **The Inter-Cultural Office** (Kwanza and other multi-ethnic celebrations)
- **The Asian Cultural Association**
- **Professors:**
 - Matthews (Islam/ Judaism)
 - Takemoto (Japanese Buddhism)
 - Walters (Buddism/ Islam/ religions of India)
 - Weiss (religions of South Asia and Africa)
 - Wyman (modern Western religion)
 - Miles (Christianity)

Notes

This could be a great program-- you may want to add some specific structure-- like time allotted for each panel member to speak, background info on the panel members etc, time for questions, answers and discussion.

RESOURCE CONTACT PAMPHLET

Wellness Areas: Mental, Lifestyle

Overall Cost: Free (unless you want to order copies that you cannot produce from the copy machine)

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Research and compile an informational brochure that contains pertinent information concerning availability, directions, office hours, subject specificity, etc., about various campus resources.

1. Research campus academic resources. Below are some suggestions.
 - Key professors, department heads
 - Writing Center
 - Language Learning Lab
 - Computer labs
 - Campus S.A.s
 - Academic resource center
 - Academic building hours
 - Student tutors/tutoring programs
 - General hints/suggestions
2. Format all of the information into a concise pamphlet.
3. Copy the pamphlet using the copy machine in the Memorial Building, or contact Production Services at x5185. The first option is free, the second costs money.
4. Fold brochures and distribute. Make sure residents know how useful a brochure like this could be, and that they might want to keep it all four years of their time at Whitman.

Notes

This brochure takes considerable time and research to produce. As long as you are making it for *your* residents, it could be helpful to ask other staff members on campus if they would like to help out and give it to *their* residents too.

RETREAT

Wellness Areas: Social, Emotional

Overall Cost: \$10-20 for various snacks. Also, some retreat locations cost money.

Charge per Participant: If you spend a lot of money on the location and snacks, you might want to divide up the cost with your residents.

Program Capacity: 6-35 people

Description: Get your group off campus to bond away from the busy-ness and craziness of Whitman. There is nothing quite like it.

1. Determine what you want your group to do on the retreat. Will it be a working retreat or just a way to have fun?
2. Find a place to hold your retreat. Some possibilities include:
 - Alumni House** (x5168, 219 Marcus)
 - Reid Campus Center** (x5208)
 - College Cabin** (x5366)
 - Baker Faculty Center** (x5127)
 - St. Paul's Episcopal Church** (529-1083, 323 Catherine St.)There are also lots of cabins in the area...look online for other possibilities!
3. Find transportation. See **APPENDIX E: TRANSPORTATION**.
4. Decide what you are doing about food. See **APPENDIX F: BON APPETIT**.
5. Two weeks in advance, hang up a sign-up sheet. Residents should include their names and food service numbers. It can also be extremely helpful to ask if they have a car—if enough residents have sources of transportation, you don't have to worry about getting a van. On the sign-up sheet, be very specific about the date, time of departure, and the time you will return.
6. If you will be charging residents, collect the money beforehand.
7. Remind all residents of the event a few days and then the night before the event. Include a list of everything they should bring with them.

Notes

If you are going to have a working retreat, make sure your residents know the goals of the retreat beforehand. Sometimes once residents get to the retreat site all they want to do is have fun! Definitely bring some fun things to do (board games, teambuilders, cards, etc.).

ROCK CLIMBING

Wellness Areas: Physical

Overall Cost: \$7 per resident

Charge per Participant: \$7 per resident

Program Capacity: Unlimited

Description: Rock climbing is safe and fun. You can climb on the outdoor wall if the weather is nice, or inside Sherwood if it's cold and/or raining.

1. Contact the Outing Program (x4395) to determine open climbing wall times for both the outdoor and indoor facilities.
2. Reserve the equipment. See **APPENDIX C: OUTING PROGRAM RENTAL RATES**.
3. The night before and day of the event, remind each resident to attend.
4. Confirm the equipment reservations and that someone can assist with the open climbing wall times.

Notes

Tell residents that anyone can use the climbing wall—you don't have to have any experience or incredible upper-body strength to participate.

SAUNA NIGHT

Wellness Areas: Spiritual, Physical, Social

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Take residents for a relaxing sauna night in Sherwood.

1. Assess the interest in a section/house meeting.
2. Set a date and time to go-- must be during normal Sherwood hours:

Monday-Thursday 6am-midnight

Friday 6am-9pm

Saturday noon-9pm

Sunday noon-midnight

(The best times are later in the evening-- the sauna tends to be busy during open swim hours. It is free and open to everyone, you won't need to reserve it.)

Notes

This program can be very relaxing, bonding and powerful. Make sure that you are very careful about assessing the comfort level of all participating-- a nude sauna night can be an extremely bonding, spiritual experience but it may make some residents uncomfortable. You may want to discuss this aspect of the program in your section/house meeting and get a clear idea of what people's expectations are before you go. There is a sauna for men in the men's locker room and one for women in the women's locker room. Please do not try to sponsor a co-ed sauna night.

SEASONAL CELEBRATIONS

Wellness Areas: Social, Lifestyle, Spiritual

Overall Cost: \$10-15 for food and decorations

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Decorate your hall/house/section and celebrate major holidays!

Winter Holidays

1. Advertise for a big party with decorations and free food.
2. Bake sugar cookies and make frosting for decoration.
3. Collect holiday music and locate materials for decorating
4. Bring scissors and make snowflakes to hang on doors

Spring Holidays

1. Advertise for a big party with decorations and free food.
2. For an Easter celebration, buy two dozen eggs, vinegar, egg dyes, etc.
3. Boil eggs the day of event and bake cookies for decorations.

Notes

Not all Whitman students celebrate Christian holidays. Make sure that if you advertise an event as a Winter Holiday party that you have representatives of holidays other than Christmas. Perhaps a Jewish staff member or resident can host a Hanukah ceremony for each night of Hanukah. You could do something for Winter Solstice or for Kwaanza.

SEX(UALITY) SURVEY

Wellness Areas: Lifestyle, Emotional, Mental

Overall Cost: Free (but so much time for the staff!)

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: You and your residents anonymously ask each other personal questions.

Next, you and your residents anonymously answer them. The results are tabulated and printed in concise lists.

1. This program works best with 50-200 participants. Assess interest with other staff members and make sure they would like their residents to participate.
2. Attend section/house meetings. Explain the program to residents and give each resident a blank card. Ask residents to please write one question for a male and one question for a female.
3. Once all cards are collected from all houses/sections, determine which questions should be discarded from the survey. It would be nice to include every question, but the survey would be way too long if you did. Include 8-12 questions for males, 8-12 questions for females, and 8-12 questions for both.
4. Type up a sheet for male questions, a sheet for female questions, and a sheet for general questions.
5. Distribute questions to residents and have them fill out answers **at a section/house meeting**. If you don't, then you will not get very many people to actually turn in their answers.
6. Once all the answers have been collected, make long lists of all the answers for particular questions. Write the question at the top of the sheet, and then make a long list of all of the answers to that question. This is going to take a long time. You might want other people to help type in answers (just make sure that the format everyone uses is the same).
7. Copy all of the answers to all questions and distribute to each section/house that participated. You should probably put them in a notebook of some sort, as the answers might be too voluminous simply to staple.
8. Hold hall/house discussions about the results a week or two after the sex survey is distributed.

Notes

This is a dynamite opportunity. Residents in the past described completed surveys as "books of gold." Just make sure that they are not too short/long. Again, 50-200 participants is key.

PLEASE *keep in mind that not all of your residents are sexually active, regardless of year—be sure to make your approach to this entire program welcoming to all.*

SKYDIVING

Wellness Areas: Emotional, Physical, Mental, Spiritual

Overall Cost: \$140 per resident.

Charge per Participant: \$140 per resident.

Program Capacity: 2-8 (8 people can take all day.)

Description: Take your residents to jump out of a plane at 13,000 feet! Participants must be 18 years old.

1. Go to this website: <http://home1.gte.net/skysport/>
2. Residents who have never skydived will probably want to “Tandem Jump.” This means that they will be harnessed to another jumper, a “Tandem Master.” Whitman students get a discount: \$135 instead of \$165. This is a very expensive program, but can be quite a memorable experience. If they insist on jumping by themselves, they will need to do a “Static Line Jump,” which necessitates that they attend a class on a Friday from 6pm-9pm, and spend most of Saturday out at the “drop zone.” Static Line Jumps cost the same as Tandem Jumps.
3. Videos, which are great, cost \$45.
4. Call Richland Skysports, at 509-946-DIVE to arrange a time best suited for your group. The above-mentioned website has a link to a weather forecast site. Use it.
5. Arrange for transportation and food (see Appendices E and F).
6. Your residents should wear comfortable, warm clothes, and tennis shoes.

Notes

You might want to tell residents about this program months in advance to give them an opportunity to save money. You don't even need to jump for this to be a fun program—watching others do it can be a free, fun, and inclusive activity as well!

SPEAKER

Wellness Areas: Emotional, Lifestyle, Mental, Spiritual

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Bring in a speaker to your section/house/hall to generate discussion for a variety of interests!

1. Contact the speaker you wish to invite at least 1-2 weeks before a possible date.
2. Reserve a time and location for the event.
3. Advertise! Make sure that there are enough people who can go to the event—it's not good to invite someone and not give them an audience!
4. Confirm with the speaker the day of the event.

Suggestions for academic speakers

Astronomy	U.J. Sofia	x5219
Classics/Core	Dana Burgess	x5256
Geology/Environment	Bob Carson	x5224
History	David Schmitz	x5201
Philosophy	Tom Davis	x5164
Politics/Gender & Power	Shampa Biswas	x5895
Religion	George Ball	x5939
Writing	Irvin Hashimoto	x5699

Suggestions for student resources and services

Career Center	Susan Buchanan	x5183
Community service	Rebecca Sickels	x5765
Diet/nutrition	Roger Edens	x5508
Gender/sexuality	Sharon Kaufman-Osborn	x5195
Pre-medical advisor	Jim Russo	x5228
Self esteem/body image	Tracee Simon	x5195
Stress management	Rich Jacks	x5195
Study Abroad	Susan Brick	x4992

SPORTS TOURNAMENTS

Wellness Areas: Physical, Social

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Get residents to form their own teams and enter a sports tournament. Set up brackets so that all teams play at least one game, and a final championship game determines which team wins.

1. Pick a sport. The sport doesn't have to be a big physical game—chess, table games (foosball, ping-pong, etc.), and card games will also work.
2. Make a big advertisement announcing the tournament, complete with the date, time, and description of the tournament. Include a sign-up sheet where a team captain can write the name of his/her team, the name of the players, and contact information.
3. A good way to get residents to participate is to get other RAs to hype up the tournament. If they announce the program to their residents, more residents will want to play.
4. You may need to reserve a gym or playing space if your tournament is to take place on a certain date. Don't necessarily count on playing space if you haven't made a reservation.
5. Make sure that all the teams know how the tournament works and when they are supposed to play.
6. Give some sort of prize to the winning team to enhance the desire to play well!

Notes

Physical sports tournaments work best when all games are played on the same day. Other sports tournaments (table games, chess games, card games, etc.) work best when teams are supposed to play each other by a certain date. In the latter case, make a good poster announcing who is supposed to play who and by what time.

STARGAZING

Wellness Areas: Mental, Social, Spiritual

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Arrange to use a telescope to see the stars, either from the science building or elsewhere!

1. Assess interest at a section/house meeting.
2. Decide what kind of stargazing program you would like to do. Do you want to use the telescopes on the roof of the science building? Do you want to go out as a group to hang out while looking at the stars?
3. If you would like to use the telescopes on the roof of the science building, contact Andrea Dobson (x5858) to set up a date and time.
4. Advertise the event. If you have arranged for someone to show you the stars, make sure that people go.
5. After the program is over, send a thank-you note to anyone outside the section/house who helped you.

Notes

A good follow-up to this kind of program is hot chocolate!

PLEASE be respectful of the local farmers and don't go tromping through their fields without prior consent. Students have ruined bits of crop before, which is not only trespassing and destruction of property, but bad karma, as well.

TABLE GAMES

Wellness Areas: Social

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: 1-12 residents

Description: Play various table games on campus. Set up tournaments or simply have fun playing!

1. Assess interests for various games with residents.
2. Take your residents to the campus location that has each game. You could either set up a tournament (see **SPORTS TOURNAMENTS**) or you could informally play a game with a resident or two.

Locations of table games on campus

Foosball Tables: Lyman, Jewett, Interest House Club-House, Anderson, Prentiss, North

Ping-Pong Tables: Anderson, Lyman, North, Jewett, Marcus

Pool Tables: Anderson, Lyman, Jewett

Shuffleboard Tables: Jewett

Dart Boards (soft tip): Jewett, College House

Air Hockey Tables: Prentiss Hall

Notes

If you are bringing a large group of residents over to another hall, you must inform the Resident Director of that hall that you are coming.

TATTOOS/BODY ART

Wellness Areas: Social, spiritual

Overall Cost: ~\$25 for supplies

Charge per Participant: Nothing, or a couple dollars per participant

Program Capacity: unlimited

Description: Residents decorate themselves or section/house mates with fake tattoos/ink/ henna/ face and body paints.

1. Purchase supplies. Good choices are henna, face painting kits, Halloween or costume make-up. Regular ink pens also work well but are harder to wash off. You can also buy an assortment of temporary tattoos, glitters and body shimmer.
2. Make sure that you avoid oil based paints! This includes spray paint☺ Be careful that whatever you put on will wash off with soap and water.
3. Some good places to look for supplies include:

Rite Aid

529-1917

K-mart

529-3890

Costume Creations and Balloonery

525-3703

Notes

This program is really what you make of it. It could be a very spiritual, bonding experience if presented that way-- maybe with low lighting, music and having residents tattoo each other with a meaningful piece of body art.

It can be goofy and relaxed-- a simple study break.

It could also be used as a great Halloween program-- with more emphasis on face make-up and Halloween themes.

SECTION/HOUSE T-SHIRT

Wellness Areas: Lifestyle

Overall Cost: \$10-20 per shirt. Price depends on number of shirts ordered

Charge per Participant: \$10-20

Program Capacity: Unlimited

Description: Design and order t-shirts to give your section/house residents pride!

1. Assess interest at a section/house meeting.
2. Decide how you want the T-shirt to be designed. This will probably be the most lengthy aspect of getting T-shirts for the house/section. Some ideas:
 - Designate 1-2 members of the section to design the shirt, and then share their design at a section/house meeting.
 - Design the shirt with the entire section/house and compromise on how what a majority of people want to do.
 - Have a T-shirt design contest. Residents submit designs by a certain date. Then each resident votes for the shirt he/she likes best. The shirt with the most votes wins, and the designer wins a free T-shirt.
3. Once a design is established, collect money from residents so you know how many shirts to order and have money in-hand. It is **extremely** important to collect the money beforehand, unless you like the possibility of losing money.
4. Contact a T-shirt vendor:

Atomic Shirt Company (Kennewick)	(509)585-2866
Columbia Forms and Graphics	522-2283
Full Circle Marketing, Design, and Printing	525-3466
Graphic Apparel	525-7630

5. T-shirts will probably take 3-4 weeks after design completion to be completed.

Notes

It might be a good idea to order an extra shirt or two to give to people who didn't have a chance to order. For example, if you are ordering shirts for a first-year section during the first semester, order an extra shirt to give to the new RA.

Charge each resident \$1-2 more per shirt than is actually needed to cover extra costs (such as ordering an extra shirt), cover any unexpected costs, or build-up section funds.

THEATER NIGHTS

Wellness Areas: Mental, Lifestyle, Social

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Go support residents in the theater or simply enjoy some live theater culture!

1. At the very beginning of the semester, collect theater passes from the HJT box office (x5279). Bring a list of your residents ID numbers to collect the passes for all of your residents. Either hold on to these passes or distribute them to students. The benefit of holding on to the passes is that it is easier to collect tickets for later plays.
2. Before the day that tickets are available for a play, make a sign-up sheet including the name and date of play. Make sure residents know that if they do not sign up they will not get a seat. Additionally, if they *do* sign up, it is extremely important that they actually attend.
3. On the morning that tickets are available, use the theater passes to collect tickets for interested residents. **Go early the morning that tickets are available** or else you might not be able to get seats. This is especially true for plays performed in the Blackbox Theater.
4. On the day of the play, hang a reminder sign with the meeting place, date, and time. Plays begin at 8 pm so it would be a good idea to meet at 7:30 pm and walk over as a house/section.

Notes

If a resident is in a production, it is very important to attend the production. The resident has spent considerable time, passion, and energy rehearsing for the play, and has probably lost contact with the section/house. An easy way to support the resident and make sure that section/house bonds are not lost is to bring the section/house to the play!

Keep in mind not to do this for every show, especially for BlackBox productions so that other groups get to go and the theatre isn't always filled with Residence Halls. Please respect the theater as the shared resource that it is.

WORKSHOPS

Wellness Areas: All

Overall Cost: Free

Charge per Participant: Nothing

Program Capacity: Unlimited

Description: Bring a speaker to your hall to lead a workshop on a specific topic.

1. Assess interests of residents at a staff/section/house meeting.
2. Invite an expert in a specific area to come to the house/hall to lead a workshop. There are many Whitman students and professors with specific skills who can lead good workshops. Some suggestions:
3. Advertise the event--if you are going to invite someone to the hall, make sure they have an audience.
4. Provide for any set-up that the workshop leader requires.
5. After the event is over, write a thank-you note to the workshop leader you invited.

Notes

Some suggestions for possible workshops:

Sleep Specialist	Dick Simon	525-2126
Relaxation	Rich Jacks (Counseling Center)	
Self-Hypnosis	Rich Jacks (Counseling Center)	
Latin Dancing	Victor Trejo	
Improv	Theatre Sports	
Women's Empowerment	Sharon Kaufman-Osborn (Counseling Center)	
Yoga	Rebecca Sickels	

Also, try the Interest Houses or Tamarac for a whole variety of presentation topics!

See also the itineraries for DR. BALL and RELIGION/SPIRITUALITY PANEL DISCUSSION in this booklet.

APPENDIX A: WALLA WALLA RESOURCE DIRECTORY

HEALTH RESOURCES

Planned Parenthood	529-3570
YMCA	525-8863
Columbia County Sexual Assault/Abuse Program	888-382-4039

SUPPLIES/FOOD

Big K-Mart	529-3890
ShopKo	525-8733
Grocery Outlet (<i>really cheap!</i>)	525-5753
Super 1 Foods	525-8790
Andy's Market (<i>lots of vegan options!</i>)	529-1003

THEATERS

Grand Cinemas	(\$5 matinee, \$7 evening)	522-2222
Walla Walla Little Theater		529-3683
Drive-In Movie Theater	(\$8 per car)	938-4327

THRIFT STORES

Blue Mountain Humane Society	525-3353
Goodwill Industries	525-5992
St. Vincent De Paul	525-3903

WALLA WALLA ATTRACTIONS

Kirkman House Museum	529-4373
Carnegie Art Center	525-4270
Whitman Mission	522-6360
Walla Walla Foundry	522-2114
Fairgrounds Events Office	527-3247
Walla Walla Square Ball Stickyless Popcorn Co.	525-5333
The Ice-Burg	529-1793
Bennington Lake	
Grapefields	522-3993
The Marcus Whitman	524-1799
The Whitehouse Crawford	525-2222
Klicker Store (antiques, berries, ice cream, X-mas trees)	525-8650

APPENDIX B: CAMPUS RESOURCE DIRECTORY

CAMPUS OFFICES

Academic Resource Center	x5213	Outing Program	x5965
Alumni House	x5167	Peer Listeners	x5486
ASWC Office	x5205	Pioneer	x5372
Baker Faculty Center	x5841	Production Services	x5185
Career Center	x5183	Residence Life	x5297
Center for Community Service	x5765	Resident Director's Office	x5000
Communications (Hunter)	x5257	Safety Coordinator	x5946
Counseling Center	x5195	Scheduling and Events	x5366
Dean of Students Office	x5158	Security	x5777
Health Center	x5281	Student Activities	x5367
KWCW	x5285	Study Abroad	x4992
Language Learning Center	x5898	Technology (Hunter)	x4941
Library	x5191	Testing	x5758
Maxey Museum	x5294	Theater Box Office	x5180
Intercultural Office	x5596	Writing Center	x5182

Whitman General Information: x 5111

RESIDENCE HALLS (RDs)

Anderson Hall	x5501
College House	x5683
Douglas Hall	x5683
Interest Houses	4-2002
Jewett Hall	x5477
Lyman House	x5427
Marcus House	x5683
North Hall	x5361
Prentiss Hall	x5601

GREEK ORGANIZATIONS

Beta Theta Pi	x5779
Phi Delta Theta	x5751
Sigma Chi	x5740
Tau Kappa Epsilon	x5065
Kappa Kappa Gamma	x5646
Delta Delta Delta	x5653
Delta Gamma	x5623
Kappa Alpha Theta	x5611

APPENDIX C: OUTING PROGRAM RENTAL RATES

For rental rates, please visit the OP or go to:

http://www.whitman.edu/outdoor_program/rental_prices.cfm

APPENDIX D: ASWC LIGHT AND SOUND RATES

Order forms are available in the Scheduling Office in the Reid Campus Center or at www.whitman.edu/aswc/sl

	<u>ASWC Funded</u>	<u>Non-ASWC Funded</u>
Basic Sound	--	--
Basic PA System (Microphones and speakers)	\$15	\$25
"Karaoke" System (PA System with CD Player)	\$20	\$30
Dance Systems	--	--
Small System (DJ, CD Player, Speakers)	\$25	\$35
Medium System (Same as small but add subwoofers)	\$40	\$60
Large System (Same as medium but louder speakers)	\$80	\$100
Band Systems	Add \$20 minimum per hour beyond two (2) hour show.	Add \$25 minimum per hour beyond two (2) hour show.
Small System (Mics, Monitors, Speakers, Board Operator)	\$40	\$50
Medium System (Mics, Monitors, Speakers, Subwoofers, Board Operator)	\$65	\$80
Large System (Mics, Monitors, Large Speakers, Large Subwoofers, Board Operator)	\$150	\$250
Lights	--	--
Dance Lights	\$15	\$20
Stage Lights (small setup)	\$10	\$15
Stage Lights (large setup, i.e. with Large Band System)	\$20	\$30
Other Fees	--	--
Late Scheduling Fee (for not scheduling prior to one (1) week before an event)	\$50	\$60
Late Take Down Fee (clean up after 10:00 pm)	--	--
Small System	Starts at \$15	Starts at \$20
Medium System	Starts at \$20	Starts at \$25
Large System	Starts at \$30	Starts at \$40

Off-Campus Fee (subject to change depending on location)

Starts at \$30

Starts at \$30

APPENDIX E: TRANSPORTATION

Whitman owns some vehicles. If you are certified, you may drive these vehicles. To become certified, contact Kathy Rogers, at x5946, or rogerska@whitman.edu. Whitman vehicles are in high demand, and if you think you'll need one, plan as far in advance as possible. To reserve a van, contact Gayle Worthington, x5999, or worthige@whitman.edu.

You should know, however, that academic programs have first priority, so even if you reserve a Whitman vehicle, you are not assured a Whitman vehicle (a full week in advance notice is required for academic trips, however.) Luckily, there are other car rental places that are covered by Whitman insurance. The policies that apply to Whitman vehicles also apply to these vehicles.

Budget, U-Save and Enterprise are the only agencies in town supplying 15 passenger vans (unless Dollar changes their minds again). Currently, to rent from Enterprise, the driver must be at least 25 years old. We are working with them to get that restriction lifted for our qualified drivers, but it hasn't happened yet. The OP director has had good luck renting vans for Scrambles from Budget.

Car Rental Information

Budget @ Walla Walla Airport	525-8811
U-Save Auto Rental @ 2740 Melrose	525-1680
Enterprise @1395 Dalles Military Road	529-1988

Cost Information at Whitman

Vans, suburban	\$65/day if trip is overnight, if not, charged by the mile (\$0.65/mile)
Car	\$38/day or \$0.45/mile

APPENDIX F: BON APPETIT

To order food for the college cabin, or even for a dinner/meal you and your residents/staff want to cook or eat out on your own, you may order the raw ingredients from Bon Appetit by ordering a PACKOUT, or you may order a slew of SACK LUNCHES. Order forms are available in the Prentiss Bon Appetit office.

PACKOUTS

You must order your pack-out from Bon Appetit at least one week in advance, so that means you really need to be on the ball and collect the necessary information from your residents starting two weeks ahead of time! Use an order form, and fill it out. You will need to let your residents know what meal they will be signing up for.

Collect resident's: Food Service ID numbers
 Names (Please Print)
 Meal Plan (whether they want a meal or flex equivalent taken)
 Signatures

Vegetarian/Meat preferences (if applicable)

Be sure to include on your form what raw ingredients you will need!

Turn in your list M-F (8am-3pm) to the *Prentiss Hall Packout Manager* - make sure you talk out your list with the manager, to ensure you can get what you want in the right quantities, and within the right time frame. Pick up your order when it's ready from a special shelf in the Prentiss Kitchen and/or the Walk-In Fridge.

You may only use one per semester per section, so pick wisely!

SACK LUNCHES

Use the same order form found in the Residence Life Office. If you want your lunches in paper bags, be sure to specify that. Sack lunch orders should be in *at least 24 hours in advance* if you'd like them M-F. If you want sack lunches for a weekend event, your order should be in no later than that Thursday evening. Pick up your order when it's ready from a special shelf in the Prentiss Kitchen and/or the Walk-In.

If you have any questions, Susan Todhunter (5763), the Prentiss Manager, can help guide you.