

**Camden Miramar Housing  
CAS Action Plan  
Feb-14**

<b>Part: 1: Mission</b>				
<b>Standard Number</b>	<b>Action Description</b>	<b>Position Responsible</b>	<b>Target Completion</b>	<b>Date Completed</b>
1.1.4	Not in the purview of the department.			
1.2.2	Review the mission statement annually in conjunction with the lease review.	DOHR	Oct-14	Nov-14

<b>Part: 2: Program</b>				
<b>Standard Number</b>	<b>Action Description</b>	<b>Position Responsible</b>	<b>Target Completion</b>	<b>Date Completed</b>
2.1.2	Educate the residents on what the learning outcomes are and how they relate to realizing one's potential.	ADRL	May-15	May-15
2.3.3	N/A The department is currently assessing all domains	N/A		
2.5	Not in the purview of the department. As on campus housing is only for on-site students.	N/A		
2.8.3	Encourage and assist in the formation of study groups by reaching out to the learning resource center to offer our facilities for their services.	ADRL	May-14	May-14
2.8.15	Provide 2-3 career orientated programs per semester. We will reach out to Career Services for assistance in providing both active and passive programs to the residential community. This could include internship opportunities, resume writing skills to how to market yourself for a job.	ADRL	May-15	May-15
2.9.3	Provide opportunities for students to be engaged in our annual lease review process by soliciting feedback comments or concerns via an email campaign.	DOHR	Dec-14	Oct-16
2.9.10	Create a campaign to educate on appropriate uses of technology	ADH	Oct-14	Sep-14
2.11.7	Utilize the needs assessment included in the application to determine needs annually.	DOHR	May-15	May-15
2.12	Not in the purview of the department. University provides dining services.	N/A		
2.13	Not in the purview of the department. University provides dining services.	N/A		

<b>Part: 3: Organization &amp; Leadership</b>				
<b>Standard Number</b>	<b>Action Description</b>	<b>Position Responsible</b>	<b>Target Completion</b>	<b>Date Completed</b>
3.4.4	Improve and expand our sustainability practices while educating our residents by providing 1-2 programs per semester.	DOHR	May-15	May-15
3.5.3	Communicate Housing's contributions to University strategic initiatives to senior leadership	DOHR	May-15	May-15
3.7	Update the organizational chart to indicate current responsibility and relationships.	DOHR	Aug-14	Aug-14

<b>Part: 4: Human Resources</b>				
<b>Standard Number</b>	<b>Action Description</b>	<b>Position Responsible</b>	<b>Target Completion</b>	<b>Date Completed</b>
4.3.1	Review and update positions descriptions for all staff.	DOHR	Aug-14	Oct-16
4.10.3	Paraprofessionals will provide 2-3 academic advising related programs per semester.	ADRL	May-15	May-16

<b>Part: 5: Ethics</b>				
<b>Standard Number</b>	<b>Action Description</b>	<b>Position Responsible</b>	<b>Target Completion</b>	<b>Date Completed</b>
5.2	Ensure the statement of Ethical Practice and Standards is posted and review it annually	DOHR	Oct-14	Oct-14

<b>Part: 6: Law, Policy &amp; Governance</b>				
<b>Standard Number</b>	<b>Action Description</b>	<b>Position Responsible</b>	<b>Target Completion</b>	<b>Date Completed</b>

<b>Part: 7: Diversity, Equity &amp; Access</b>				
<b>Standard Number</b>	<b>Action Description</b>	<b>Position Responsible</b>	<b>Target Completion</b>	<b>Date Completed</b>
7.3.10	Not in the purview of the department, housing is for on site students.	N/A		

<b>Part: 8: Institutional &amp; External Relations</b>				
<b>Standard Number</b>	<b>Action Description</b>	<b>Position Responsible</b>	<b>Target Completion</b>	<b>Date Completed</b>
8.2.4	Not in the purview of the department. As a private company, Camden is not eligible for grants.	N/A		

<b>Part: 9: Financial Resources</b>				
<b>Standard Number</b>	<b>Action Description</b>	<b>Position Responsible</b>	<b>Target Completion</b>	<b>Date Completed</b>

<b>Part: 10: Technology</b>				
<b>Standard Number</b>	<b>Action Description</b>	<b>Position Responsible</b>	<b>Target Completion</b>	<b>Date Completed</b>
10.7	Not in the purview of the department. Students bring their own equipment.	N/A		
10.8.4	Develop a campaign to educate on appropriate uses of technology and social media	ADH		Sep-14

