



PC: West University Neighbors Facebook Page  
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# Square Peg, Round Hole: Increasing Student Involvement in the West University Neighborhood Association

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## Background

The West University neighborhood is unique in that the majority of its population is student renters. As a result of this, the West University Neighborhood Association (WUN) is inactive, and the City has struggled to revitalize it. Students tend not to live in the area for extended periods of time, which lessens interest in their temporary community. Efforts are currently underway to re-launch the association in 2020. The City's Office of Human Rights & Neighborhood Involvement will use the information gathered in this project to assist WUN in those efforts.

Our guiding question for this project is this: How do we connect students to their neighborhood and create a unique structure for the neighborhood association that will sustain itself through constant turnover? Our data collection and the end product will attempt to answer this question in a manner that can be effectively used by the City to create a self-sustaining, uniquely operated neighborhood association that functions with high turnover and shifting interests of the student population.

## Purpose

The purpose of our project is to determine how to connect students to their neighborhood community and how to maintain a sustainable structure for the West University neighborhood. Currently, the West University neighborhood association is inactive. Our goal is to propose recommendations that will improve the chances of the association remaining active. This will include taking into account the unique lifestyles that make up the community, especially when it comes to students and their specific concerns about the neighborhood they inhabit.

**Research Question:** How do we connect students to their neighborhood and create a unique structure that will sustain itself through constant turnover?

## **Methodology**

For this project, our team used several methods of data collection. We put out a survey online, we attended a WUN event called ‘Neighbors & Nachos’ and handed out quick surveys to be filled out, we did an activity outside of the Duck Store on 13th, we interviewed key University of Oregon personnel, and we interviewed several University of Oregon WUN residents.

### **Online Survey**

A 13-question survey was sent out on the Planning, Public Policy, and Management (PPPM) email listserv, several student groups, and to our classmates. The survey received 73 responses, 42 of which were WUN residents. The questions were split into 3 sections: your connection to your neighborhood and your Neighborhood Association (NA), what you want from an NA, and how the WUN NA should be set up to get student involvement.

### **Neighbors & Nachos**

Neighbors & Nachos was an event put on by the City of Eugene in West University to begin informing West University Residents about the reactivation of the West University Neighborhood Association. This event was held on October 17th, 2019. We handed out a quick, 3 question survey to attendees and received 14 responses. The questions focused on how to strengthen your community, what incentives are needed to participate in an NA, and what is unique to a community that is over 95% renters.

### **Duck Store Tabling Activity**

This was an activity we held outside of the Duck Store on 13th in an effort to get opinions from students. The location was picked for student access, along with the fact that this is a common street that students in the West University Neighborhood take to get to and from campus. We

gave out cookies as an incentive for participation, and participants were asked the following question: What matters most to you in your neighborhood? We had five jars that were labeled:

1. Low theft risk - 125 
2. Crosswalks - 48
3. Well-lit streets - 102
4. Neighborhood events - 30
5. Green space - 50

We gave each person 10 jellybeans to put into which jar they agreed with. They could divide the jellybeans into different jars or place them all into one they agreed with the most. Approximately 35 people participated with a total of 353 jellybeans put into jars.

### **Interviews with Key University Personnel**

We interviewed 3 people from the University of Oregon. The first is Jessica Matthiesen, the Planning, Public Policy, and Management's undergraduate career and internship advisor. Our discussion with her was about how students who served on an NA board could receive university credit for their service. The second person we talked to was Karen Hyatt who is the Director of Intergovernmental Relations at the University of Oregon. We discussed how the previous West University Neighborhood Association dissolved due to an overwhelming majority of non-student renters, along with the main person who kept the association together moving away. Karen mostly confirmed our current thoughts and helped us be confident in our findings. Our final meeting was with SJ Wilhelm from the University of Oregon Housing Office. We asked about a potential partnership between the University of Oregon Housing Office and the City of Eugene. The biggest takeaway we got about students is that they want the decision-making power, and anything done by the City of Eugene can't take that away. We learned that the Housing office would be open to receiving a facilitation guide from City staff to help educate dorm residents about their options and their rights. SJ said they would be interested in being a contact for the City to communicate with University of Oregon Housing

## Interviews with WUN Student Residents

We conducted 30-45 minute interviews using 12 baseline questions. A total of 8 interviews were conducted. The purpose of these interviews was to dig deeper into what we learned from all previous findings from our various forms of data collection. We wanted to learn more about not just the what, but also the why. These interviews provide an in-depth look at West University student renter's views on the neighborhood, what could be improved, and how to get students involved in an NA. We also got a chance to test some of our recommendations on actual student renters in the West University Neighborhood.

## Key Findings

After looking at all of our data we found multiple common themes that students are concerned with and how to better connect them to the West University Neighborhood. Something to keep in mind is only half of the survey respondents said they knew what a neighborhood association is.

### Students Are Concerned About Safety

According to the online survey, 81% of respondents want to talk about safety during neighborhood association meetings. 57% of online survey respondents want to talk about crime during the meetings. Also, the Neighbors and Nachos survey respondents wanted to see improvement in crosswalks, better streetlights, and a safer area for pedestrians to walk. Other responses included security cameras, neighbors watching out for each other and even a neighborhood watch.

At Duck Store tabling, the two issues students would like to see improved are lower risk of being robbed in the neighborhood and better streetlights at night. A few of the students we interviewed were concerned with the safety surrounding their homes. One student mentioned their neighbors recently were robbed and their friend's car was broken into. Other students who were

interviewed said they don't always feel safe walking home at night because of the lack of streetlights.

### **Communication About Neighborhood Associations Needs to Improve**

A few of the students that we interviewed said they had never received flyers on community events or neighborhood association meetings. If there were events, there was not a sufficient amount of advertising. Students that were interviewed said that they would be more likely to be involved if they were contacted by email, social media, or text.

### **Students Want More Accessible Resources on Off-Campus Resources**

Some students who were interviewed felt that many of their peers are unaware of the resources available to them like transportation and safety services. Those that were interviewed also felt there would be a benefit to informing students on their renter rights. Community Director of Carson Hall, SJ Wilhelm walks first-year students through UO's off-campus housing website to help students get acquainted with how to find resources and off-campus housing.

### **Students Want Incentives to Participate in a Neighborhood Association**

It became clear from our interviews that students live incredibly busy lives. With that being said, students need an extra push to join a neighborhood association. 80% of online survey respondents said receiving 1-2 credits would be a positive incentive to join the board. 63% said they would be more likely to join if there was free food at meetings and also to make a positive change in their community. To engage students further, marketing to them these three incentives will bring more students to the table. One of the interviewees said, "students care about their community, you just have to get them there." These incentives could give that extra push to students to participate in the West University Neighborhood Association.

## **Students Have Similar Community Values**

The focus interviews showed that in general, survey respondents and interviewees have similar community values. As noted above students would like their neighborhood to be safe. Also, according to the interviewees they enjoy the green space and would like to live in a clean neighborhood. They feel that the location of the West University Neighborhood is a perfect distance from campus and downtown. In addition, many of the respondents from the Neighbors and Nachos event had similar event interests such as; block parties, a community garden, live music, and free food.

## **Neighborhood Association Structure**

The students we interviewed felt the neighborhood association service length has to be at least one year otherwise there is too much turnover. Several of those who were interviewed said that elections in the fall might work best for West University Neighborhood because it works well for their organization. The online survey results showed that Monday-Thursday evenings with close proximity to campus would be best for West University Neighborhood meetings.

## **There is a Key Difference Between West University Students and Students in Other Neighborhoods**

In our online survey we found several interesting differences between respondents who identified as West University residents and those who lived in other neighborhoods.

A large percentage of West University residents want neighborhood meetings to cover safety and crime, with 83% saying they want to cover safety, and 60% wanting to cover crime. 71% of those from other neighborhoods did say they would like to cover safety. However, 71% also said they would like to cover neighborhood events and community events. Everyone cares about safety, but a significantly larger portion of students from other neighborhoods would like to



cover neighborhood and community events, with only about half the percentage of West University residents wanting to cover these topics.

While student opinion differed on what they felt their neighborhoods could improve, all students shared some general problems: high rent, bad landlords, and a lack of knowledge about their renter rights.

## **Key Findings from Focused Interviews**

We conducted 8 focused interviews with West University student residents. These interviews provided more in-depth data than our other methods of data collection since we were able to dig into the issues and ask follow up questions to get a better idea of what students want. Key findings from these interviews are as follows:

### **1) Students Don't Really Know What a Neighborhood Association is**

- a) Out of 8 student interviewees, only one definitely knew what a neighborhood association was (Interviewee 4, appendix C) and they still weren't completely sure what the difference between a neighborhood association and a homeowners association was.

### **2) Students Will Come for Free Food**

- a) When asked about what events they would like to attend, food was a common theme. This ranged from potlucks and BBQs to music festivals. The belief is essentially that food will bring people together.

### **3) Students Want Connection**

- a) A common theme throughout the interviews was this want for connection to other people. While interviewees did not always directly say they want connection, they did frame connection in a positive light. Connection may not be the most important issue for students, but it is a benefit and they believe that a neighborhood association helps build connections.

### **4) The Biggest Barrier to Get Students to Meetings are the Students**

- a) We asked if distance from campus would be a barrier for the interviewee to go to neighborhood meetings. Many of them said no but qualified the response by saying that it

may be a barrier for students without a car. A great thought came from interviewee 1, which is “if [students are] passionate enough about the neighborhood association they’ll find their way to [meetings], the biggest challenge is getting them there, the barrier is passion and being open-minded.”(Appendix D) This idea sums up what we’ve seen from students we’ve talked to, which is that the focus should not be on getting all students to participate, but finding a way to engage with student’s passion. That is a great way to promote participation.

## **Recommendations**

### **University Partnership with the City**

#### **Neighborhood Board Internship**

We suggest that the City of Eugene partner with the University of Oregon PPPM program to create an internship and/or class that provides students with university credits or a stipend. Jessica Matthiesen could supervise the internship and students could have the opportunity to further their professional development skills. Jessica Matthieson can be reached by email at [jessicam@uoregon.edu](mailto:jessicam@uoregon.edu), or by phone at 541-346-3604. Her office is located in 121B Hendricks Hall. Alternatively, Richard Margerum, director of the PPPM program, could be a viable resource as well. Richard Margerum can be reached by email [rdm@uoregon.edu](mailto:rdm@uoregon.edu), or by phone at 541-346-2526.

#### **Attach Board Service to a Class**

Another option is potentially attaching it to a course that it shares a similar value with; one that falls along the lines of community development. It must be kept in mind most courses are 10 weeks and serving on the board or being active in the association will be longer.

## **Independent Study Credit**

If it was an independent study class, it would need to be taught by a PPPM instructor at least once a week, which includes reflection exercises on their neighborhood association experience.

## **Undergraduate Board Class**

An undergraduate board class could be a possibility to add as a new PPPM class to reward students with credits for their neighborhood association board service. A conversation would need to occur between the PPPM department, specifically Undergraduate Internship Supervisor Jessica Matthiesen, and the City of Eugene Neighborhood department.

## **Outgoing Residence Education**

The West University Neighborhood association could partner with housing on creating a curriculum for outgoing residence hall students. The curriculum could contain information on how to be a good neighbor and their rights and responsibilities as a renter. These workshops could be taught by housing staff or resident assistants in winter or spring term, in order to align with the time of year that students start looking for off-campus housing. They could be held on campus, and students could register for the workshops if they are interested. Along with that, throughout the year, residence hall staff could actively recruit students to join neighborhood associations upon moving out. A conversation would need to occur between the University of Oregon Housing and the City of Eugene on how to develop a curriculum that works for both the university and West University Neighborhood. The contact for this is SJ Wilhelm ([sjwil@uoregon.edu](mailto:sjwil@uoregon.edu)) who is the Community Director of Carson Hall.

## **Requiring Meeting Attendance**

The West University Neighborhood association could encourage specific professors to require attendance to a neighborhood association meeting from first-year students in their classes. These could include classes from specific majors such as PPPM, journalism, communications, and any

others that may be relevant to the workings of a neighborhood association. The requirements could also come from organizations such as first-year interest groups, student-organized clubs, or fraternities and sororities.

## **Amending the Charter and Reconsidering Structure**

Currently, there are sections in the WUN charter (Appendix F) that we suggest changing to better suit the demographics and concerns of a neighborhood of mostly renters and students. We also believe that the more traditional operations of a standard neighborhood association do not necessarily need to be applied to this particular organization.

### **Quorum and the Executive Board**

It is stated in Article IV, section 6 that “a quorum of 20 members will be necessary for voting on any measure.” We suggest reducing the number of people needed for a quorum to 10-15 members. Even if there is a strong core of students and renters running the association, there is still a possibility that the association could go for long stretches with the bare minimum of members. Reducing quorum would ensure that meetings would be productive. More productive meetings could mean more prestige for the association, which could increase membership. We also suggest changing Article VII, section 1, which states that “the executive board will consist of the elected officers and five additional members.” We suggest reducing the number of additional executive board members to two to three members, instead of the original five members.

### **Term Limits and Elections**

In Article V, section 2, it states that executive members “shall hold office for one year from the time of their election.” We propose that the term limits for executive members be shortened to accommodate the high turnover of residents. The charter could dictate a six-month period, which would increase the possibility of students serving in a leadership position, and still be able to recruit and re-elect executive members in a manner that keeps up with the pace of the ever-

changing community. If this is changed, then Article V, section 3 would have to be amended, which states that “election of officers shall be held at the November meeting.” We suggest June and December elections. If the current term limit of one year is kept, we suggest moving the election time to either September or January. This way it lines up with the fall and winter terms for students, and it gives them a better avenue to plan their year around serving on the board.

### **Operate like a Student Organization**

The board has suffered in the past from constant turnover and loss of interest. However, there are templates for how to operate a board under these circumstances. Students groups have succeeded for years under similar circumstances and have operated at a high level for years. We asked students in our focus interviews why they think the student associations they were involved in were able to withstand constant turnover. The most popular suggestions were communication within the organization, active recruitment, and a strong sense of community. In order to follow these suggestions, the neighborhood association could put a good amount of their effort into recruiting. The more diversity of people that an organization can garner interest from, the more likely they will find members who are passionate about creating and maintaining a lasting culture of community and mentorship.

### **Reducing Rent**

#### **Business Improvement District**

Rent is a major issue for students everywhere. In our survey, 33% of student renters in the West University Neighborhood listed rent as a major issue for student renters. Multiple people we surveyed expressed that some sort of financial compensation would be a major incentive for serving on their neighborhood association’s board. Implementing a business improvement district in the West University neighborhood could provide an opportunity to get students involved. This would involve designating 1 or more apartments to have reduced rent for those serving on the West University Neighborhood Association Board. A move like this could address several key issues we learned in our survey: rent is too high, and that there is little financial

security among students. One consideration to take into account is the potential for housing companies to take over. This could be solved by developing a fund that would pay the students rent. You could ask residents and/or businesses to pay in as having a student on the board will benefit the neighborhood. You could advertise this opportunity to freshman students currently looking for an apartment to live in for the next few years of college. This could be an application process that the current board does to determine who gets the limited spots. By getting students in after freshman year, you could potentially have students involved for the rest of their time at the University of Oregon.

## **Social Media Communications**

### **Geographic boosting**

The West University Neighborhood association has accounts on both Facebook and Instagram. Both of these platforms can reach a wide audience and be used to distribute information on projects, meetings, and neighborhood events. However, those who live in the West University neighborhood might not be aware of these social media pages. We recommend utilizing geographic boosting. Geographic boosting is a useful tool on Facebook that is used to target people in specific geographic areas for promoting events or pages. This will make sure that those within the area are more likely to subscribe to these pages. The association could also extend their reach by creating accounts on other popular social media platforms, such as Twitter, LinkedIn, or even Snapchat. The social media pages can continue to post about ways to get involved within their neighborhood, future events that are coming up, and important information about the neighborhood.

### **Landlord recommendations**

We recommend a partnership with the rental companies in the neighborhood. This way, landlords can inform their residents of the existence of the neighborhood association and encourage residents to follow the social media pages. Even if the residents don't follow right

away, they are at least made aware that there are multiple avenues of receiving information about the neighborhood they live in.

### **Develop a Social Media Position**

Many students are actively looking to gain experience in their given career fields. This position would allow a student to gain experience running an organization's social media and their advertising campaigns. This kind of experience is highly sought after and could be an attractive opportunity for students to join the association. This could take the form of an internship, an elected position, or simply be a position appointed by the executive board. Some potential titles could be Social Media Coordinator/Chair or Public Relations (PR) Coordinator/Chair. A strong title provides a boost to a student's resume and makes the position more appealing.

### **Small Project Promotion**

Students and renters don't usually live in a neighborhood for a very long time. Because of this, they can become easily discouraged when they don't see projects coming to fruition in their community. The city could use smaller projects that promise immediate and/or tangible results to foster interest in the West University Neighborhood Association. This way, residents could become more motivated to work on longer-term projects as well.

### **Renter's Workshop**

Many of our respondents expressed that they didn't feel empowered or knowledgeable as renters. One of the projects that the association could promote would be similar to workshops we suggested for residents' halls, such as how to be a responsible renter, what protections are in place for renters, and how to effectively communicate with landlords and roommates. However, these could be promoted and put on by members of the association and could be open to all

interested students and renters. If students see that the neighborhood association has their interests in mind, they will be more likely to trust the potential and legitimacy of the association.


### **Cooking classes**

Many of the student renters in the West University neighborhood are first-time renters. Most of them are living on their own for the first time. One of the projects that the neighborhood association could promote is running cooking classes for students and renters to attend. This way, a free hot meal is provided, and residents get the satisfaction of learning new skills.

### **Community Gathering Space**

Some of the things that West University Neighborhood offers are proximity to campus and vibrant local businesses. However, there aren't a lot of places to go to cultivate a real sense of community in an all-ages environment. Promoting the need for a space like this and inviting students to bring their ideas could help recruit potential members. Coming up with a communal space for students and non-students alike to come together and socialize could improve the overall feel of the neighborhood. This could manifest in the form of a community center that holds all-ages event, or in spaces that are merely promoted as safe and welcoming to all. There could even be a way for neighbors to hold their own events and meetings, whether it be for social, recreational, or business reasons.

### **Final Thoughts**

West University Neighborhood is an incredibly unique and complicated area in Eugene. This complexity has been a key obstacle to a sustainable neighborhood association in the West University Neighborhood. We believe that our main findings  boil down to a few simple ideas; students care, they want to feel safe and welcomed in their communities, but they are busy. Their

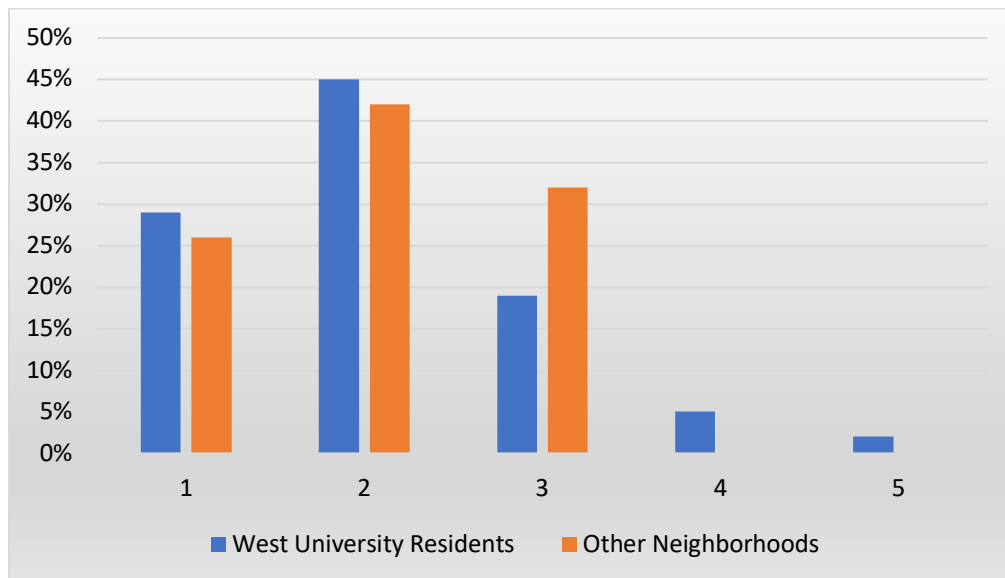


involvement in their neighborhood is not going to respond to conventional methods employed by homeowner dominated neighborhoods. The city should shift their focus from how other associations operate, and restructure with a consideration towards the constant turnover of student renters, a demographic that has less free time and stake in the livability of the community they live in. Student renters may only live in the West University neighborhood for a short period of time, but they have the right to feel like their voices matter and that their residency in Eugene should be comfortable, welcoming, and memorable.

# Appendices

## Appendix A: Charts from the Online Survey

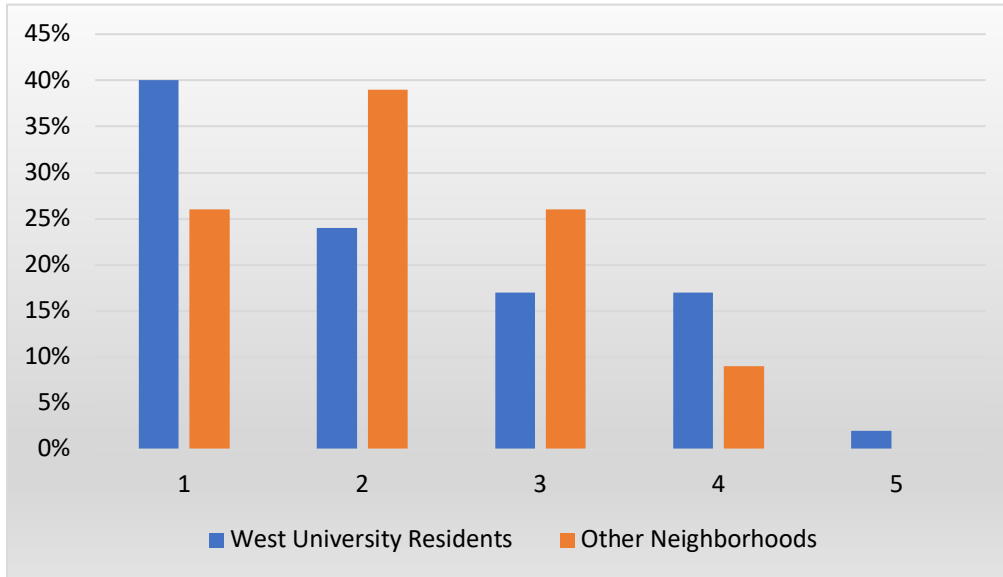
**Figure 1: How connected do you feel to your neighborhood?**



1 being low connectivity, 5 being high connectivity.

West University Residents: n=42, Other Neighborhoods: n=31

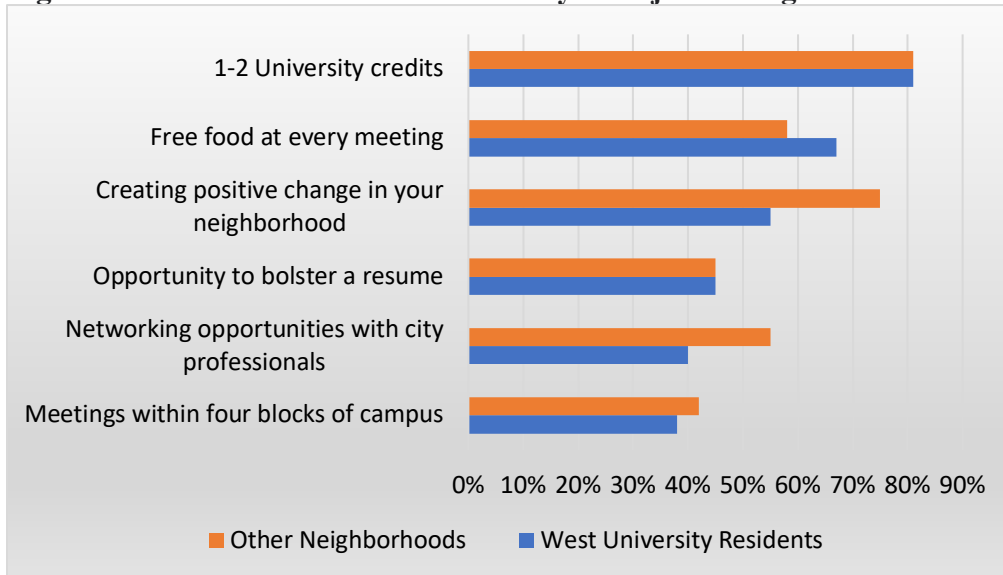
**Figure 2: How connected do you feel to your fellow neighbors?**



1 being low connectivity, 5 being high connectivity.

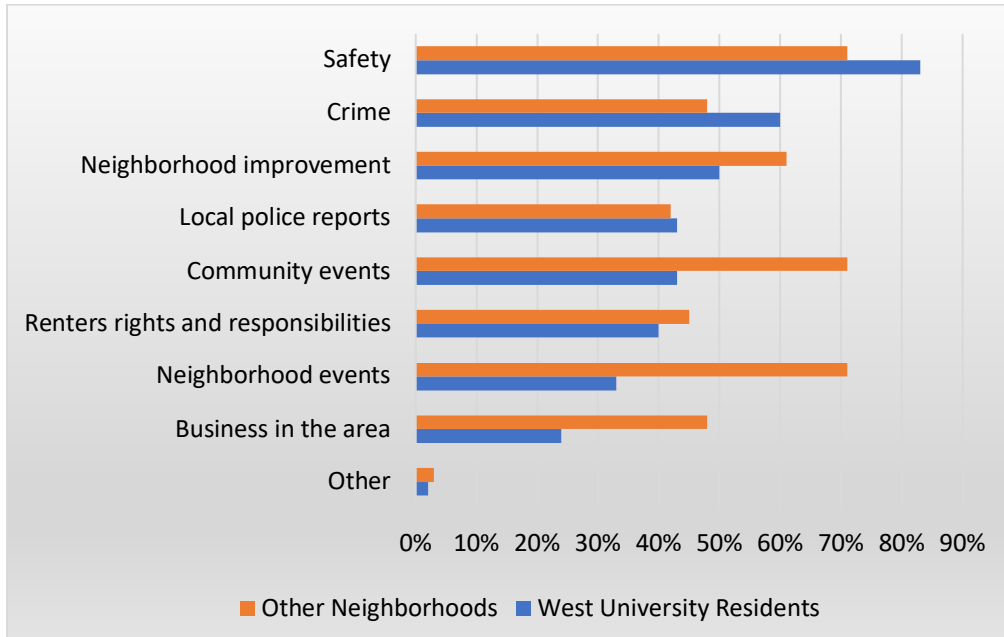
West University Residents: n=42, Other Neighborhoods: n=31

**Figure 3: What incentives would entice you to join a neighborhood association?**



West University Residents: n=42, Other Neighborhoods: n=31

**Figure 4: What would you like the meetings to cover? (select all that apply)**



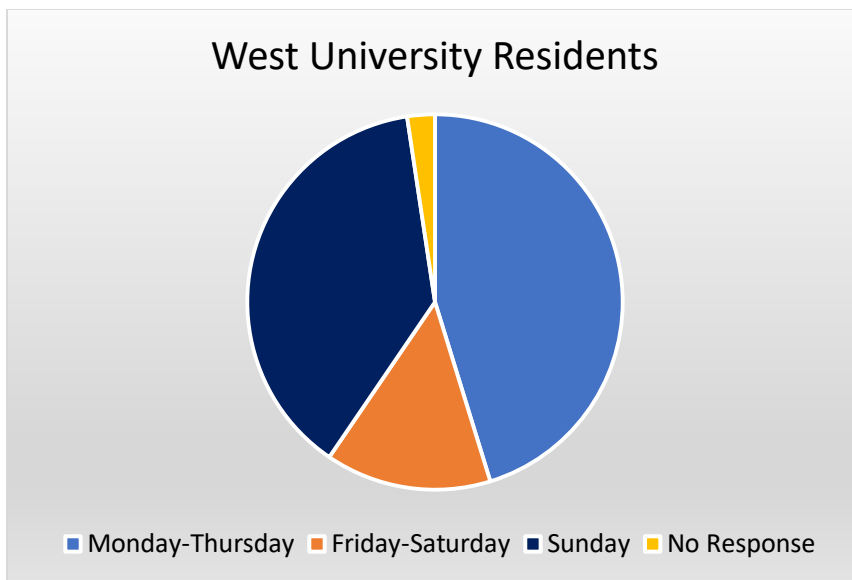
West University Residents: n=42, Other Neighborhoods: n=31

Other responses:

West University: ‘Upcoming transportation changes or construction’

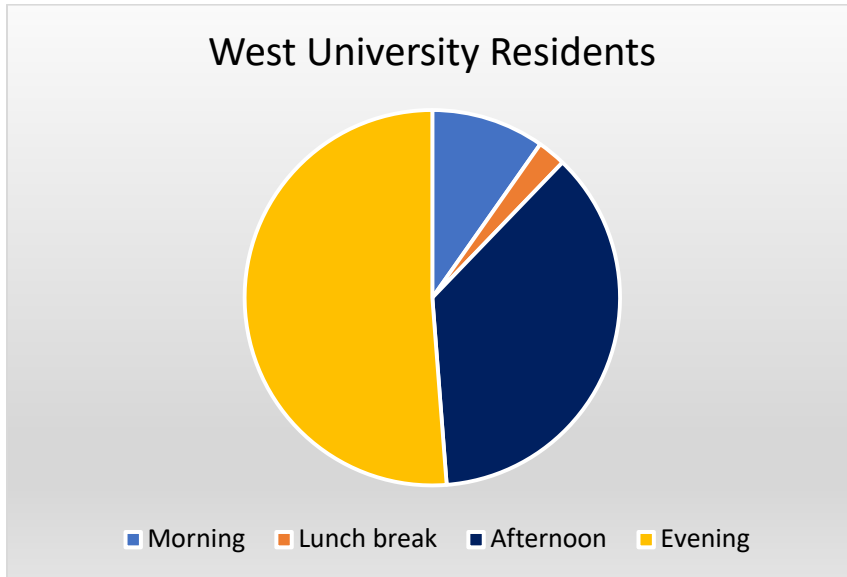
Other Neighborhoods: ‘Bike rights!’

**Figure 5: What day of the week would you most likely attend a meeting?**



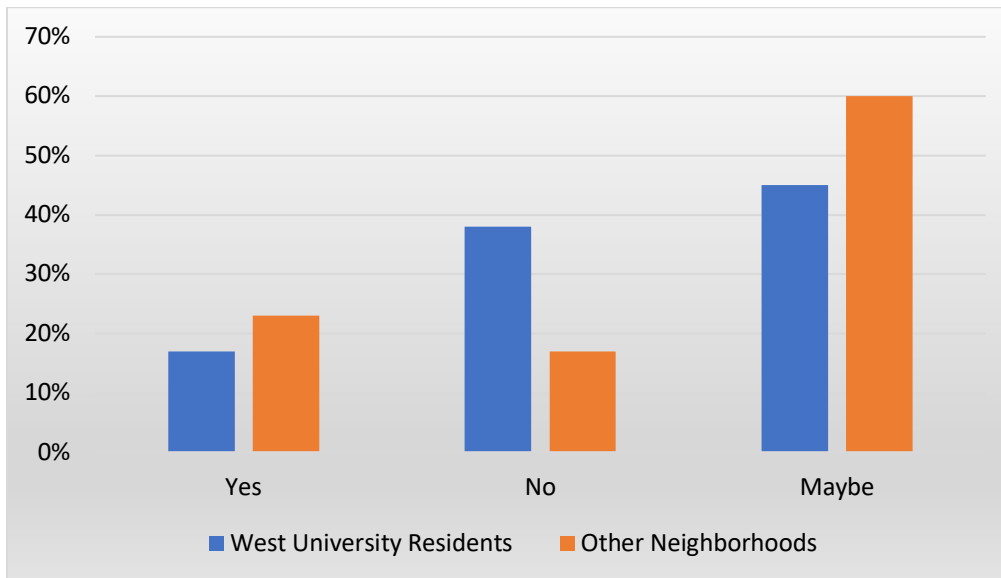
West University Residents: n=42

**Figure 6: What time of the day would you most likely attend a meeting?**



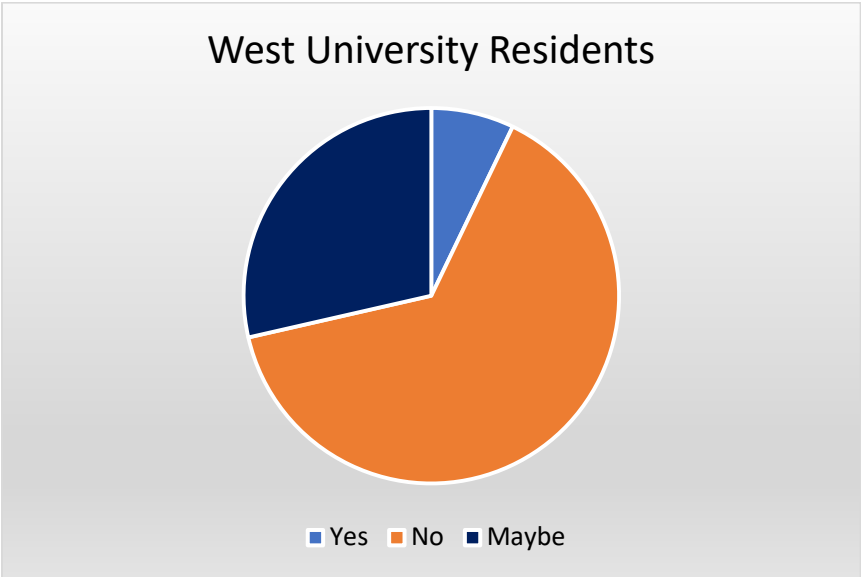
West University Residents: n=42

**Figure 7: Would you be interested in attending an event that provides tips on how to be a good neighbor? (Community involvement, good neighbor practices, etc.)**



West University Residents: n=42, Other Neighborhoods: n=31

**Figure 8: Would you be interested in serving on your neighborhood association’s board?**



West University Residents: n=42

### **Free Response Questions from the Online Survey**

**If you could improve one thing about your neighborhood, what would it be?**

- General Responses:
- Safety: 8
  - Lighting: 8
  - Bike lanes/safety: 4
  - Fewer homeless persons: 6
  - Helping homeless persons: 1
  - Crime: 5
  - Increased Community: 8
  - Trash: 3

**What are the biggest issues facing student renters?**

- General Responses:
- Rental companies taking advantage of student renters: 7
  - High rent: 14
  - Safety: 6
  - Financial security: 7
  - Inexperienced renters/renter’s rights: 6
  - Bad landlords: 2

## **Appendix B: Duck Store Tabling**

Question: What matters most to you in your neighborhood?

1. Low theft risk - 123
2. Crosswalks - 48
3. Well-lit streets - 102
4. Neighborhood events - 30
5. Green space - 50

## **Appendix C: Neighbors & Nachos**

Responses=14

1. What ideas come to mind when you think of strengthening the community around you?
  - More events/publicity
  - Community garden
  - Perhaps an apartment block party
  - Block parties
  - Block parties
  - More social events for the neighborhood!
  - Including diversity
  - More events like neighbors and nachos!
  - Live music=best
  - Bob Ross painting night (CP)
  - Safer driving practices
  - Safer area for pedestrians
  - Crosswalks
  - Crosswalks
  - Lighting
  - Better security and more communicative leasing office!
  - Security cameras so all of the community feels safe
  - Higher levels of security
  - Neighbors looking out for other neighbors and checking on each other's places when they are gone
  - Neighborhood watch!
  - A community that looks out for each other and reports suspicious/dangerous activity
  - Homeless services
  - Homeless population moves (CP)
  - Better localized resources for the homeless
  - I.e. small shelter from the rain and lists of what's around that they can access

2. What incentives would you need to get involved in a local neighborhood organization?

- Free food
- Free food
- Food at meetings
- Free food (not just pizza)
- Free noodles
- Trust in leadership
- The promise of more safety
- Strengthening community bounds
- Seeing small improvements!
- More knowledge of the overall goals of the NA
- Prizes!
- Unsure
- Unsure
- Wages for being in leadership positions
- Unsure
- A really good entry on my resume
- Money would be cool (CP)

3. What issues do you think are unique to a community that is mostly renters?

- Break-ins/robbery
- Safety during summer/school break
- A lot of break-ins
- People not being home for long periods (higher risk for break-ins?)
- Sketch areas!
- Temporary living, less care about the buildings (more run down for rentals)
- Damaged property from past renters
- Damaged property from past renters
- Unsolicited visits from the landlord
- Unsolicited visits from the leasing office
- Handyman contacts unknown-has to handle repairs on their own
- High rent
- Taking advantage of student renters/fees that hurt students
- Worry housing company won't give back their security deposit for fake reasons
- Housing companies not allowing sublets
- Homeless people
- Homeless people
- Homeless people (CP)
- Some people think that it is not their problem that it would be a homeowner problem. Also, some homes are left vacant for spans of time
- Not knowing neighbors
- Not knowing your neighbors (CP)
- Construction raising prices and disrupting the neighborhood



## **Appendix D: Focus Interview Responses**

### **Interviewee #1**

- 1. What do you like about living in the West University neighborhood? What do you not like about it?**
  - He likes being fairly close to campus, like being right by everything he needs to be; daily commute, being by restaurants is nice, being so close to pre's trail is awesome for running, being right by the freeway is a nice thing for him.
    - He doesn't like his distance to downtown, to an extent downtown is important to him, it would be nice to head over easier, not much he doesn't like, he enjoys it
- 2. How would you define feeling connected to a neighborhood or community?**
  - He defines connection as being able to be open and understand neighborhood and who's in it, being able to know who they are and to basically feel a sense of community in a way that you can be interactive and respect their privacy
    - In general, there is a sense of community because most people around him are students, relate to one another within UO and school setting, a lot of people that I interact with that aren't students are also runners which are nice and important to him, important to runners, love the outdoor scene
- 3. Do you know what a neighborhood association is? If yes, what do you know about this?**
  - He knows is very broadly, he defines it as a group of neighborhood people come together and discuss what they can improve, what's going well, they can better connect the community
- 4. In a perfect world, what would your neighborhood look like, feel like, and maybe even smell like?**
  - In a perfect world people can easily interact with, things for everyone to do, easily accessible, people generally share the same values, smells clean, not overly polluted, represents Oregon is supposed to be, green and environmentally friendly, feel comfortable is the most important
    - Represents most of what he said, few incidents here and there, he feels connected to the community, he is open to connecting with most people he comes across, environmentally friendly overall, represents the values of Eugene, he feels comfortable
- 5. What benefits do you think a neighborhood association brings to a community?**
  - It's all about creating a better community, getting more people involved in the connection, it would be a benefit to ensure everyone is on the same page, have people enjoy, be able to talk about problems
    - Hard one because students are either focused are their priorities, and he associates with where he's from with an older community for people who have lived their longer, younger people are less important more worried about

themselves, a way to do it is openly show the benefits of what a neighborhood association can do, awareness is the most important thing

**6. How confident do you feel in knowing your rights as a renter?**

- I feel pretty confident about it, the guidelines are pretty clear the current company, they did a good job, not in-depth, no major problems to prompt him to go deeper, they know what they are doing and not concerned with
  - Younger ones he lives with share similar attitudes, some know more than others, in general, it's pretty straight forward, they don't care as much to be honest, no problems no care

**7. Do you think it would have been helpful to have access to resources about how to rent?**

- It's always important to understand what it takes in the whole process of renting, a lot of times it's the first-time people are renting, a whole different scene, understanding various aspects would be beneficial

**8. What does it mean to be safe?**

- How comfortable do I feel? Is there a concern with my well-being? Do I feel safe physically and mentally? He would say knowing not afraid to ask for help or enjoy your neighborhood or community. Feeling comfortable is the most important part

**9. What are three things that could be improved in your neighborhood in relation to safety?**

- A big thing is night time, transportation (safe), it could be safer at times, having as many opportunities to feel safe by being transported, having awareness to resources in the neighborhood and ways to feel safer that he doesn't have enough knowledge on, that protect him physically and mentally, reinforcement of resources to show one is not alone, people need to know what's out there

**10. What kind of neighborhood events would you be interested in attending?**

- He would say ones that bring people together, some sort of mutual discussion, food for sure, bringing kind of a sense of community aspect of being able to discuss things people can relate to, incorporate something fun into, he's into good dialogue for things he's passionate about, better tendency to contribute in a beneficial way, you just need to get people there, they will then figure out that it can be something

**11. Are you involved in a student association? And what do you think works well about it? What do you think keeps people involved?**

- Alpha Sig whole aspect of the fraternity is the strong bond with one another regardless of different backgrounds and values, fairly relatable, relatively the same age, all going to school, all chose to be together, share values, we came together to feel like making this experience in college better with each other, always together and do events together, older members still come around because of the values that were instilled, sense of bond and connection because of how it was started and the

brotherhood that was intended, early on the sense of bond was the most important aspect

**12. Would the distance from campus a barrier for you to go to a neighborhood association meeting?**

- Probably not especially if it's on campus, even anywhere else I have a car so I can easily make it, in a lot of cases he doesn't mind walking, doesn't see it as a barrier, if they're passionate enough about the neighborhood association they'll find their way to it, the biggest challenge is getting them there, the barrier is passion and being open-minded

**13. Term limits for associations are usually 1-2 years. Do you think shorter term would make it more realistic for students to serve?**

- To an extent but at the same time I think 1-2 years does a pretty good job with it, too much turn over if less time, to serve correctly you have to have some time

**14. Would you be interested in serving on a neighborhood associations board? What would entice you to do so?**

- I would say more information would entice him, he has a broad sense, but he would have to sit in on a meeting and see more of what it's about, his limited knowledge is a barrier, something that he's open to, a good opportunity because bringing people together and a better sense of community is something important, younger people don't have enough interaction and have not enough willingness to interact, increasing community and outreach would be interesting

**15. What communication method do you prefer?**

- He prefers email, something he can read on his own time

**Interviewee #2**

**1. What do you like about living in the West University neighborhood? What do you not like about it?**

- He likes that the homeless don't stick around in his area and camp. He gets annoyed when people mess with their garbage cans. Neighbors across the street got robbed. Security cameras came with the house, not a lot of houses on the street which is nice much better than 13th and Olive (the street too loud). A family next to him. He says they are probably the loudest ones and they aren't too loud.

**2. Do you know what a neighborhood association is? If yes, what do you know about this?**

- He thinks of neighborhood watch when he thinks of neighborhood associations
- Thinks positively of neighborhood associations

**3. In a perfect world, what would your neighborhood look like, feel like, and maybe even smell like?**

- Location and safety most ideal in college campuses. Close to the grocery stores and downtown also important. The ideal neighborhood wouldn't need to lock the door and trash can. Last week someone dumped his trash can, happened in the middle of the night, nothing they could do about it. The ideal would be quiet, location (close to campus, downtown, grocery stores), needs to be safer, a lot of crime around the neighborhood, car was broken into at 13th and Olive, they feel like they keep barely being missed from being robbed. Ideal to not even worry about anything being stolen.

**4. What do you think could be improved in your neighborhood?**

- He would like to see a neighborhood watch to be implemented, hard to find students though that want to be up from 1-6. Avoidable if there was actually fear of being caught.

**5. How confident do you feel in knowing your rights as a renter?**

- He knows renter rights very well because of a roommate leaving situation however he feels most of his friends have no idea what their renter's rights whatsoever. He feels 13th and Olive preys on the students for their money. Campus connections are slow at responding, but good when they get in contact.

**6. What kind of neighborhood events would you be interested in attending?**

- I would only be going to a neighborhood event if it was close to my house like on Ferry. He's never seen a neighborhood event, never seen any advertisement for an event. He is really busy and has a lot on his plate.

**7. Would the distance from campus a barrier for you to go to a neighborhood association meeting?**

- Distance from campus matters for him, he struggles at going to things that are far. He actually would prefer to be at the Garden Club than campus.

**8. Do you think it would have been helpful to have access to resources about how to rent?**

- People should be told about the importance of their lease and what's in the renter. When you sign somewhere you are committed there.

**9. How does your student organization structure function for elections?**

- He is a fan of doing elections in the fall, he is a fan of doing nominations a week before elections, he is a fan of talking about people's speeches before they vote. It will give the freshman a chance to turn into sophomores and get more involved.

**Interviewee #3**

**1. What do you like about living in the West University neighborhood? What do you not like about it?**

- Buildings are cute, nice local restaurants. Close-ish to downtown (between downtown and campus)
- Close to transportation (don't drive to class)

- Dislikes: Scary at night. Wider demographic of people in current place. Haven't had any problems getting home. Safer closer to campus.
2. **What are some positive things that come to mind when you think of the phrase "neighborhood association?"**
    - Bettering the neighborhood, communication about goings-on, being in the know. Concerns being faced
  3. **In a perfect world, what would your neighborhood look like, feel like, and maybe even smell like?**
    - Variety in buildings
    - Borrow some sugar, familiarity, like to know people
  4. **Do you know what a neighborhood association is? If yes, what do you know about this?**
    - Kind of has a grasp on what a neighborhood association is. Group that comes together to improve the neighborhood they live in
  5. **What benefits do you think a neighborhood association brings to a community?**
    - Improving it.
  6. **How confident do you feel in knowing your rights as a renter?**
    - You have like a vague sense of what might be your rights. Reads their rent contract. Does not think that's a common thing among students. Pet rent seems silly.
  7. **What are three things that could be improved in your neighborhood in relation to safety?**
    - More street lights
  8. **What kind of neighborhood events would you be interested in attending?**
    - Yes. Online newsletter/Facebook events/social media would incentivize. Paper waste is a deterrent
  9. **Would the distance from campus a barrier for you to go to a neighborhood association meeting?**
    - Abby has car, would be an issue for other people. Would worry about parking.
  10. **Do you think it would have been helpful to have access to resources about how to rent?**
    - Yes.
  11. **What if we asked if they are involved in a student association? And what they think works well about it?**
    - Yes. Communication!! Reminders, sense of familiarity. Creating interest, work by example. Strong foundation that other can build off of/aspire to.

**12. Would you be interested in serving on a neighborhood associations board?**

- Depends on responsibilities and duties.
- Bullet point list of what they're doing (being clear)
- Being specific about projects
- Holding open meetings

**Interviewee #4**

Comments about Stadium Park:

No neighborhood

No real sense of community

More sense of community in the WUN- nice to have neighbors, be in a house, be closer to activities

**1. What do you like about living in the West University neighborhood? What do you not like about it?**

- Likes: Super close to campus and downtown, very young, lively, always stuff to do/happening. People friendly/respectful
- Dislikes: Streets, major streets with no crosswalks. Loud at night

**2. How would you define feeling connected to a neighborhood or community?**

- Feeling accepted/welcomed, engaging with the people in the community, having opportunities to meet other neighbors

**3. Do you know what a neighborhood association is? If yes, what do you know about this?**

- Yes. Way to keep the area viable. Doesn't know the difference between Homeowners and NA's (need to look this up.) Upkeep safety uphold the neighborhood's interests. Liaison between city and neighborhood

**4. In a perfect world, what would your neighborhood look like, feel like, and maybe even smell like?**

- Greenery, trees, lots of outdoor spaces, tons of parks. Smell fresh, oxygenated, no car exhaust. Houses would be unique, all the architecture would be pretty and expressive.

**5. What benefits do you think a neighborhood association brings to a community?**

- Gives people a voice in local government. Gov can feel inaccessible, people feel like they can't make a change. Neighborhood associations help with that. Provide resources.

**6. How confident do you feel in knowing your rights as a renter?**

- Fairly confident. Tons of things probably wouldn't know about. Property manager went through the terms, didn't read every word.

- 7. Do you think it would have been helpful to have access to resources about how to rent?**
- Yes definitely. Students are super stressed, get into leases they don't understand. People settle instead of finding places they would actually want to live.
- 8. What does it mean to be safe?**
- Feeling safe/being safe are two different things. Being safe is part of a citizen's responsibility (putting locks on things, being diligent, deciding when to go out, looking out for each other, etc.)
- 9. What are three things that could be improved in your neighborhood in relation to safety?**
- Access to preventative safety resources. Biggest issue is property stealing, access to more theft prevention stuff
- 10. What kind of neighborhood events would you be interested in attending? (test event ideas/ideas on what would get students to events)**
- Music events
  - Outdoor events
  - Holiday events (potlucks, book club, 4th of July)
- 11. Are you involved in a student association? And what do you think works well about it? What do you think keeps people involved?**
- German club
  - QA3 club
  - Inner Varsity
  - Orchestra
  - Active recruitment!!! Outreach, lots of tabling, people willing to put in the work, passion about the thing they're all there for, good leaders
- 12. Would the distance from campus a barrier for you to go to a neighborhood association meeting?**
- Not really. For some people, dark path, time of night. Has to be accessible for the people who aren't students.
- 13. Term limits for associations are usually 1-2 years. Do you think shorter term would make it more realistic for students to serve?**
- Yes. You don't know where you're going to be. 1 year would be fine. 1 term, 2 term.
- 14. Would you be interested in serving on a neighborhood associations board? What would entice you to do so?**
- Depend on the role.
  - More information about the roles, breakdown of what you would be doing, mentors, being guided through the process, difficult to jump in.
- 15. What's your preference for receiving information about events?**

- Emails, text messages (maybe a listserv? A group chat with immediate updates, emails for larger issues)

## **Interviewee #5**

### **1. What do you like about living in the West University neighborhood? What do you not like about it?**

- Like: Lots of food options,
- Easy access to main streets
- Dislike:
  - One-way streets
  - No streetlights, dark everywhere, including right outside major buildings
  - Crime, super unsafe, car break-ins (friends who had this happen)
  - Example: Hilyard, Patterson, Pearl: when cars park on the side, and driving, it's to close and feels like they're going to swipe a car, either parked cars or those driving next to them.

### **2. How would you define feeling connected to a neighborhood or community?**

- Connected in that they lived near UO students.

### **3. Do you know what a neighborhood association is? If yes, what do you know about this?**

- Has a grasp of this (did not get to in-depth on this question)

### **4. In a perfect world, what would your neighborhood look like, feel like, and maybe even smell like?**

- Large streets, low crime rates, safer neighborhood, hospitals/health care providers in the area

### **5. What benefits do you think a neighborhood association brings to a community?**

- Cool to know who's around you but likes privacy. Having a community of people who share their cultural and ethnic values, having markets/stores that fit culture

### **6. How confident do you feel in knowing your rights as a renter?**

- Skimmed through the lease, but nothing else. Not very confident in their knowledge

### **7. Do you think it would have been helpful to have access to resources about how to rent?**

- Yes, however, had friends with resources, who told them what were and were not good places to rent.
- Wouldn't care about access to resources, because; Picked places with good reputations, recommended by friends. If they signed with someone unknown, they would like to know more about available resources.

### **8. What does it mean to be safe?**



- During robberies, didn't feel comfortable walking around at any time. Feeling like they don't need to worry or look over their shoulder.
- 9. What are three things that could be improved in your neighborhood in relation to safety?**
- More PD patrolling at night, more lights and more security cameras. Note: they're from Cali, has different expectations of safety
- 10. What kind of neighborhood events would you be interested in attending? (test event ideas/ideas on what would get students to events)**
- Game nights at bars, sporting events broadcasted/watch parties
  - Parkwide BBQ. Would go to stuff for free food
- 11. Are you involved in a student association? And what do you think works well about it? What do you think keeps people involved?**
- Communication, set rules/bylaws that guide us.
  - Better organization of time management and duties. Some people's responsibilities clash and not sure who should do what, goes back to communication.
- 12. Would the distance from campus a barrier for you to go to a neighborhood association meeting?**
- If no car, then the distance would be too much.
- 13. Term limits for associations are usually 1-2 years. Do you think shorter term would make it more realistic for students to serve?**
- Oh yeah. If they didn't like it then a short term would give them an out, wants options
- 14. Would you be interested in serving on a neighborhood associations board? What would entice you to do so?**
- Opportunities to grow in the association, paid position. Likes positions that'll have opportunity to grow.

## **Interviewee #6**

- 1. What do you like about living in the West University neighborhood? What do you not like about it?**
- Like:
    - Lots of food
    - Close to campus
    - Grocery stores and restaurants.
    - Good access to bus lines
    - Lots of students, feels a bit safer, likes the community
  - Dislike:
    - Homeless persons
    - Lots of crazy drivers, not safe as a pedestrian

- Could use a bit more streetlights
2. **What are some positive things that come to mind when you think of the phrase “neighborhood association?” Negative things?**
    - Positive: Organization, togetherness, community
    - Negative: Depending on who’s leading it, it could go right or very wrong
  3. **In a perfect world, what would your neighborhood look like, feel like, and maybe even smell like?**
    - Quiet, cooperation, clean, low crime rates, good people, close to everything, accessible, nondiscriminatory
  4. **Do you know what a neighborhood association is? If yes, what do you know about this?**
    - Has a grasp of this (did not get to in-depth on this question)
  5. **What benefits do you think a neighborhood association brings to a community?**
    - Improvement,
    - Felt pretty safe
    - Lots of police, across from the hospital
  6. **How confident do you feel in knowing your rights as a renter?**
    - Has had renter disputes, knows about ASUO lawyers, but the resources were not shared. Lots of resources has read up on it.
    - Would be interested in a meeting freshman year to learn about their rights
  7. **What are three things that could be improved in your neighborhood in relation to safety?**
    - Fix homeless problem (providing more resources to them),
  8. **What kind of neighborhood events would you be interested in attending? (test event ideas/ideas on what would get students to events)**
    - Informative events about the community, updates to be informed community member, BBQs and other food, potlucks
  9. **Would the distance from campus a barrier for you to go to a neighborhood association meeting?**
    - No, but more likely to go if they’re closer, makes it easier
  10. **Do you think it would have been helpful to have access to resources about how to rent?**
    - Yes

**11. Would you be interested in serving on a neighborhood associations board? Would (ask about the different incentives)**

- She does not see herself in the leadership but would volunteer.
- Incentives:
  - 1-2 credits
  - Money
  - Discounts
  - Gift cards
  - Food

Additional questions:

**How to get the word out?**

- Social media, flyers in public places

**What does it mean to be safe?**

- Knowing there is an authority that'll be there in case of danger, no sketchy peeps, dependable community members in case the authority doesn't follow through, good security systems.

**Would you attend meetings about safety?**

- Yes. More interested, as a female, it pertains to her

**Interviewee #7**

**1. What do you like about living in the West University neighborhood? What do you not like about it?**

- Close to campus
- Friends live in the neighborhood too, so it's nice being close to them
- I don't like how many homeless people there are

**2. How would you define feeling connected to a neighborhood or community?**

- Knowing and being aware of who lives around me

**3. Do you know what a neighborhood association is? If yes, what do you know about this?**

- I think they help and give ideas about what can make our neighborhood better

**4. In a perfect world, what would your neighborhood look like, feel like, and maybe even smell like?**

- I feel like it would feel safe, comfortable, and easy to get around

**5. What benefits do you think a neighborhood association brings to a community?**

- I think they can bring a personal connection to the association, especially if they live in the neighborhood

6. **How confident do you feel in knowing your rights as a renter?**
  - I honestly don't know all of my rights very well
7. **Do you think it would have been helpful to have access to resources about how to rent?**
  - Yeah, I think that would be beneficial to have because I didn't know much about renting a house when I had to move out of my sorority house
8. **What does it mean to be safe?**
  - I think there are many definitions for being safe but within my neighborhood I think that there is no lighting which makes me feel unsafe if I am walking home alone at night.
9. **What are three things that could be improved in your neighborhood in relation to safety?**
  - Lighting, homelessness, and break-ins
10. **What kind of neighborhood events would you be interested in attending? (test event ideas/ideas on what would get students to events)**
  - Maybe a BBQ or gathering with food of some sort
11. **Are you involved in a student association? And what do you think works well about it? What do you think keeps people involved?**
  - I am a part of a sorority. I think it has a lot of traditions and events that make it fun and keeps it going. I think the people in the sorority keeps everyone involved.
12. **Would the distance from campus a barrier for you to go to a neighborhood association meeting?**
  - I think that it's not so much distance as it is time. As a student I don't have much time outside of classes, homework, and social life.
13. **Term limits for associations are usually 1-2 years. Do you think shorter term would make it more realistic for students to serve?**
  - Yeah because students don't have much time and people schedules and obligations change.
14. **Would you be interested in serving on a neighborhood associations board? What would entice you to do so?**
  - I don't think I would honestly
15. **What's your preference for receiving information about events?**
  - Probably email or if there is some type of social media page

## **Interviewee #8**

1. **What do you like about living in the West University neighborhood? What do you not like about it?**
  - Close to campus

- A lot of other students who live
  - Pretty green (nature)
2. **How would you define feeling connected to a neighborhood or community?**
    - Has things that I enjoy. Like if I liked to run, I would want it to have trails
  3. **Do you know what a neighborhood association is? If yes, what do you know about this?**
    - No
  4. **In a perfect world, what would your neighborhood look like, feel like, and maybe even smell like?**
    - No homeless people, clean, spacious, and more activities and restaurants close by
  5. **How confident do you feel in knowing your rights as a renter?**
    - Not very confident
  6. **Do you think it would have been helpful to have access to resources about how to rent?**
    - Maybe just to reference it but only if I needed to get a specific question answered.
  7. **What does it mean to be safe?**
    - Not have homeless people yelling and screaming right outside my house
  8. **What are three things that could be improved in your neighborhood in relation to safety?**
    - Homeless
    - Littering
    - Homeless communities
  9. **What kind of neighborhood events would you be interested in attending? (test event ideas/ideas on what would get students to events)**
    - I honestly probably wouldn't go to any
  10. **Are you involved in a student association? And what do you think works well about it? What do you think keeps people involved?**
    - I am in a sorority. It works well because it is a small community within a bigger community (Greek life). It is a fun social scene and allows for other opportunities.
  11. **Would the distance from campus a barrier for you to go to a neighborhood association meeting?**
    - Not in this neighborhood but if it was far away, I wouldn't go as much
  12. **Term limits for associations are usually 1-2 years. Do you think shorter term would make it more realistic for students to serve?**

- Yeah because that's a long amount of time and seems like a big commitment

**13. Would you be interested in serving on a neighborhood associations board? What would entice you to do so?**

- No

**14. What's your preference for receiving information about events?**

- Email

## **Appendix E: Interviews with University of Oregon Staff**

### **SJ Wilhelm's Recommendations**

[sjwil@uoregon.edu](mailto:sjwil@uoregon.edu)

1. **Number one thing:** students want decision making power
2. Last year SJ helped students connect with Off-Campus resources through the University of Oregon Off-Campus Housing website. The website has resources on transportation, how to be a good neighbor, and more.
3. They are currently in the process of building out residential curriculum
  - a. The curriculum has six different categories and WUN information would fall into four of them
  - b. Hall and Campus Engagement Meeting Requirements
4. Open to receiving a facilitation guide from the City of Eugene to provide quality content
5. Willing to be the contact for housing
6. Potentially contact the Dean of Students to collaborate on off-campus resources and student expectations in their community.

### **Jessica Matthiesen's Recommendations**

[jessicam@uoregon.edu](mailto:jessicam@uoregon.edu)

1. Attach the neighborhood association to an existing four-credit course: An example of this could be PPPM 325 Community Leadership and Change - contact Bob Choquette - shadow side is its only one term so longevity could be an issue
2. Internship with City of Eugene - it would have to be more than just the board, it could be one of the responsibilities but the internship needs more hours than that
3. Independent Study Credits - One credit class created, needs an instructor (Bethany?), and the class could revolve around being on the board
4. Board service for undergraduate - Graduate level is required to be on board so this is a potential for undergraduate students, the risk is turnover with undergraduates because it is a less structured year outline

### **Karen Hyatt's Recommendations**

[khyatt@uoregon.edu](mailto:khyatt@uoregon.edu)

1. Reason neighborhood association dissolved- more non-student homeowners involved before, person keeping group "together" moved out of the neighborhood. Biggest focus should be cultivating long-term people for a strong foundation
2. Charter/bylaws- quorum was a major issue (too many people needed, not enough members)
3. Suggested a gathering center for West University neighbors- community center, bowling alley, a "focal point" (possibly all ages)
4. Requiring students to go to a neighborhood association meeting for class, FIG, housing, etc. That way they get exposure.

# Appendix F: West University Neighbors Past Charter

CHARTER OF THE WEST UNIVERSITY NEIGHBORS  
Recognized November 1974  
Latest Revision Approved  
Res. No. 3708 August 11, 1982

## Article I. Name

The name of this organization will be the "West University Neighbors (WUN)."

## Article II. Area

In general, the West University boundary coincides on the east with the University of Oregon boundary, on the south with the South University Neighbors, South Eugene High School, and Friendly Area Neighbors boundaries, on the west and north with the Jefferson and Downtown Commission boundaries.

Specifically, West University encompasses the land inside the following boundary: beginning at the point where Kincaid Street would intersect Franklin Boulevard, south along Kincaid to the half block south of 15th Avenue, west to Alder Street, south along Alder to 18th Avenue, west along 18th to Patterson Street, south along Patterson to 19th Avenue, west of 19th to Pearl Street, north on Pearl to 18th, west on 18th to Willamette Street, north to a point one tax lot south of 13th Avenue, east to High Street excluding all tax lots fronting on 13th, north on High to 11th Avenue, east on 11th to Mill Street, north on Mill to 10th Avenue, east to the alley east of Mill, north on an irregular line between tax lots to Franklin Boulevard at a point two tax lots east of Ferry Lane, and east along Franklin to the beginning point.

See attached map.

## Article III. Purpose

- Section 1 The primary purpose of WUN is to provide a more effective forum through which its members can promote the best possible residential environment for each other.
- Section 2 The West University Neighbors will also promote friendship among neighbors through providing social, cultural, and educational activities.

## Article IV. Membership and Voting

- Section 1 Membership will be open to adult (18 and over) residents of the neighborhood as defined in Article II.
- Section 2 Membership is declared by having one's signature and address on the "Official Membership List." Membership shall terminate at once for anyone who ceases to live within the boundaries of WUN.

RESOLUTION--1



Section 3 Meetings are open to all interested persons for discussion and debate.

Section 4 Voting will be limited to members present at the general meeting.

Section 5 General meetings will be held at 7:30 p.m. on the first Thursday of every month.

Section 6 A quorum of 20 members will be necessary for voting on any measure.

Article V. Officers

Section 1 There shall be four officers: a Chairperson; two Vice-Chairpersons; and Secretary.

Section 2 The officers shall be members of the organization elected by a majority of the membership attending a general meeting and shall hold office for one year from the time of their election. Nominations shall be made one general meeting in advance of the election, and notification of the slate of candidates shall be sent to each member at least 10 days prior to the meeting at which election is to take place.

Section 3 Election of officers shall be held at the November meeting.

Section 4 No individual may serve more than two full consecutive terms in the same office. Special elections shall be conducted to complete the term of any officer who is unable to complete his or her term of office.

Article VI. Duties of Officers

Section 1 Chairperson. The chairperson shall preside at all meetings of the organization and of the executive board, shall be an ex-officio member of all committees, and shall carry out additional duties as may be delegated by the executive board.

Section 2 1st Vice-Chairperson. The 1st vice-chairperson will keep records of all committee members and officers, and receive reports from all committees. This officer shall be the first in succession to the chair.

Section 3 2nd Vice-Chairperson. The 2nd vice-chairperson will serve as treasurer for WUN and perform all duties assigned to that responsibility. This officer will be second in succession to the chair.

Section 4 Secretary. The secretary shall record the minutes of all membership and executive board meetings, and promptly provide the executive board with copies of said minutes.

RESOLUTION--2

Article VII. The Executive Board

- Section 1 The executive board will consist of the elected officers and five additional members nominated and elected as specified in Article V, Section 2.
- Section 2 Initially, two members will be elected to serve until the 1982 board elections and three will be elected to full terms (1983); thereafter, two members will be elected in odd-numbered years and three will be elected in even-numbered years to provide a revolving board. Special elections will be conducted to complete the term of any officer who is unable to complete his or her term of office.
- Section 3 The executive board shall meet at least once between general meetings. The executive board is responsible for setting the agenda of these general meetings.
- Section 4 All the executive board meetings shall be open to the public. Minutes shall be taken at such meetings and kept on file for the organization members.
- Section 5 In emergency situations, as determined by the chairperson, the executive board shall assume the power of WUN for purposes of executive decisions in accord with the neighborhood charter and plan subject to the approval of the full WUN at its next meeting.
- Section 6 Any decision made by the executive board may be nullified by a majority vote of the members attending a general meeting.
- Section 7 A quorum of five executive board members is required to conduct business, and a majority vote will decide all issues.

Article VIII Adoption and Amendments

This charter may be adopted, repealed, or amended by a two-thirds vote of any general meeting. Written notice of the meeting and of proposed charter changes shall be forwarded to all members prior to the meeting.

RM:bm/CM2a14

RESOLUTION--3

## **Giving Thanks**

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