

One-on-One Meeting Agenda with Resident Assistant

Date:

Time:

Location: USC Center Desk

1. Check-in

Discuss how things are going personally, academically, and professionally.

2. Community Updates

Review any updates about the floor, residents, or overall community environment.

3. Resident Concerns

Discuss any student issues, incidents, follow-up needs, or support concerns.

4. Programming and Engagement

Review upcoming programs, event ideas, and strategies for resident engagement.

5. Administrative Items

Go over reports, deadlines, duty-related updates, and other responsibilities.

6. Questions and Support

Discuss any questions, challenges, or areas where support is needed.

7. Action Items / Next Steps

Summarize key takeaways, follow-up items, and priorities before the next meeting.