

**Residence Life Professional Association
Fall General Meeting
November 16, 2001
University of Lethbridge**

PRESENT: Jason Novak (Mount Royal College), Tracey Mason (U of A), Dima Utgoff (U of A), Marge Nordin (U of L), Nancy Krushelnicki (College of New Caledonia), Randal Scott Fines III (Lakeland College), Marlise Sillito (LCC), Kim Sullivan (LCC), Sean Hunter (Lakeland College), Stephanie Hlady (MHC), Johanna Waggott (U of C), Jennifer Neureuter (RDC)

Sylvia Cholodniuk (U of S) voting by proxy.

1. Call to Order at 10:20 am

2. Introduction and Welcome to New Members

3. Approval of Agenda:

Carried

- Delete second "Office PD Day" report,
- add IHULAC, Non-Profit Status, and Spring PD dates.
- Master Key policies, Disaster Plans

4. Approval of Minutes from March 23, 2001

Motion: Marge Second: Stephanie

Carried

5. BUSINESS ARISING FROM THE MINUTES

5.1 Office PD Day –

Sean Hunter reporting

Two or 3 people signed up. Not sure where we are going with whether we want to keep doing. Perhaps a summer vs. year. No feedback from membership when we asked. Should we continue with this?

Kim- may not be meeting the needs of the admin staff, we have all been in the field for a decade. Is it possible there is a feeling that there is no need? Maybe it can be during semester break.

Jo- The key is to have the staff take ownership and they do the planning.

Dima- Maybe change it to "Administrative/Clerical staff PD"?

Stephanie- We also have to worry about the people with families and are trying to manage it.

Jo- It could be a combined admin staff PD with a family event built in. Add the long weekend in.

Kim- I could offer rooms for free. Long weekends are generally not good for families.

Stephanie- What if it is over before the long weekend?

Jason- Jo mentioned having the U of C clerical staff do all the work.

Marlise- We did do that one year.

Jason- It makes the most sense

They get to share info and forms. It is a perk they get to get away. It helps them out.

"Family PD" – Jason will put out an e-mail to generate interest and a host. The admin staff needs to be interested.

Sean- we should try to get our staff

Kim- why don't we look a retreat centre and the staff can take care of kids.

Let's put it out to membership and encourage our staff to get involved.

5.2 Conference Updates

NWACUHO

Jason

Jason, as Alberta Representative, attended a meeting in Eugene 2 weeks ago for fall meetings. The upcoming conference is in Eugene Feb 17-19, 2002.

Alberta had a great turn out at last year's conference. The registration is at par again. Jason encourages you to attend.

Kim- semester breaks are a bad time for parents.

ACUHO-I

Dima

Conference discount is still on. \$100 US off the registration fee. It has had some impact. In Orlando next summer, July 18-20, 2002.

Presently there is a crisis in the ability of the profession to attract full-time staff. What are the deterrents?

Jo- ACUHO-I can look into mentoring

Nancy- if you only take your entry level positions and look at other experiences.

Jo- have people describing their jobs and how we post.

Tracey- NWACUHO has a committee looking at having this profession under the NAFTA agreement and to allow flow. Salaries are also an issue. They need to pay more.

Kim- will their be a Canadian

Dima- They only consider one Canadian again, that's Ontario.

Jo- lots of schools attend OACUHO.

Kim- can we sponser t-shirts?

Tracey- RLPA can have a booth at NWACUHO.

Dima- I would like to have ACUHO-I formalize two groups: RLPA and Atlantic Student Services. Maybe we can have a Canadian organization that would connect the different groups.

Kim- ACUHO-I has been out in BC twice. Why not Alberta?

Dima- It was out at York University once.

Kim- U of A did a good job at NWACUHO. I would support helping host one in about 4 years.

Dima- Air service is bad to Edmonton.

ACTION: Jo-let's bring it to the March meeting and propose it as an organization.

ACTION: Dima will look into what year would be time for a western host.

ACUHO-I Apartments

Tracey

It was in Madison, Wisconsin this past October. Very reasonably priced, not a huge city. Next year the conference is in Salt Lake City in October. May be more affordable being closer.

CACUSS

Dima

At UNB in June, 2002.

ASSC

Stephanie

Next conference May 7-10, 2002 "Hats off to Student Services" in Medicine Hat. Residence and hotel options. Book early for residences. We need more residence & housing presentations. It is held a week later, easier for those of us involved in Move-out.

BACCHUS

Tracey

Was in Barrie Ontario in June. Next year's conference is TBA

Medicine Hat College has won campus of the year. The American conference was recently in San Francisco and U of A attended. Many resources brought back.

First Year's Experience

Tracey

Coming up in January in San Francisco. U of A sending a delegation.

CCSJA

Jennifer

Glenice and I went in Calgary. Different with legalise. Student panels, restorative justice, U of A did a presentation on their peer residence discipline system, violations of FOIPP, dealing with difficult students. It's all Canadian!

5.3 Treasurer's Report

Stephanie

CARRIED

Handed out report.

Motion to approve: Jo Second: Kim

5.4 Leadership Conference Report

Johanna

CARRIED

Handed out report. Recommendations made.

LCC will be there next year.

Sean-Can we have Keyano involved again?

Jason- I've been in contact. They said they couldn't make it to the meeting and still want to be involved.

5.5 Leadership Society

Jason

Inducted 20 or so students. This year's deadline is March 18th.

ACTION: Tracey will send out reminder referring people to website.

5.6 Newsletter Report

Sean

It isn't out. We are resurrecting it. Give us some articles. Staffing changes and updates, institutional updates, individuals that are pursuing education, bragging page. Add pictures!

5.7 Membership Update

Stephanie/Tracey

We have 23 members. This is the most we have ever had. Go get the people.

We are recruiting new members, package mail outs, website button.

Recently heard from Northern Lights College in Dawson Creek.

We are spread out. Some people haven't paid their membership fees. Membership doing well.

Kim- Get your institutional presidents to sell us when they go out.

What happened to Great Falls?

Jason- they don't have any housing. It didn't happen.

5.8 Website Updates

Tracey

All new graphics. Please send errors to Tracey

List Serve list was handed out for updates.

5.9 Outstanding Service Award

Jason

Margot Bell won last year and Jason presented it to her when he saw her at NWACUHO meeting in a bowling alley. It was in front of people who knew her work.

Nominations. Due January 31st. Nomination forms will be e-mailed on list serve.

5.10 RLPA Survey

We got a few more additional questions. It will be coming out next week and will be electronic.

5.11 List Serve Update

Handed out list serve list. People have to be approved by Tracey.

6. NEW BUSINESS

6.1 Memorial Scholarship Fund

Jason

Josie Lamothe passed away on July 25th and we talked about what we could do at the time. We sent flowers and asked the membership for ideas about setting up a fund.

Kim- Lets change the Outstanding Service Award to be named after Josie.

MOTION: To change the Outstanding Service Award to being in Josie Lamothe's name.

CARRIED

Stephanie - nominating her post-humanus.

Jason- Keyano has a scholarship. Josie named it after herself. We can't add to it, it's an endowment. We would have to create our own. It's kind of redundant.

Education fund for Steven, her son, is another option. The family thought it was a nice idea. The re-naming is what we can do for now. We will keep options open. Individuals can give money towards the RESP.

Sean- let's put it on list serve and newsletter and collect info.

Jason- will let family know about re-naming and RESP set up.

*Jo-*Let's invite the family to present the award.

ACTION: ALL to make sure ex-RLPA-ers know about this (Bill, Jan, Margot, Lorne, etc.)

6.2 New Professionals

Johanna

Want to do something for the new professionals in RLPA. U of C will host PD day 3rd week of January and offer the 2-day Suicide Intervention Workshop. Small group. RLPA would host reception.

Motion: That RLPA pay for the wine and cheese reception during the New Professional PD day.

Max. \$150

Carried

6.3 Fall Meeting PD Funding

NWACUHO gave us \$200 US for this RLPA Fall meeting. RLPA to pick up the rest of the costs.

Nancy motion to approve covering rest of the costs of this fall meeting. CARRIED

U of L paid for lunch and breakfasts. Marge suggests we create a guideline for running a meeting and a budget for the PD.

6.4 Membership Fee Structure

A few years ago, out-of-Alberta schools only paid \$50. We don't have a fee structure. Nothing was defined.

Kim- Why don't we double the fees?

Stephanie- problems with what they get for it

Sean- we could have a vision and grow.

Dima- we need to have that vision and put it out there

Marge- we pay many other memberships on top of this one.

Jo- we need to raise services before raising the fees.

Dima- ACUHO-I is strategic planning and needs to look at where RLPA will be.

Tracey- let's have bigger PDs.

Sean- MOTION to accept proposed fee structure. CARRIED

Second: Kim

5.6 Non-profit Status:

Looking in non-profit status. We need to get our books in order and under the non-profit status.

Dima: This is linked to long-term planning process. Maybe it can be pulled together for March meeting.

Jason: We can proceed with motion and then pull stuff together.

Jason MOTION: That the RLPA executive take the appropriate measures to register as a non-profit association. CARRIED

Second: Nancy

Dima: important symbolically that it is motioned by two different provinces.

5.7 Spring PD Dates

Hosts: U of A March 14 & 15, 2001 tentative. Send PD ideas to Tracey.

Dima MOTION: That the U of A host March AGM and PD. CARRIED

Second: Jennifer

PD ideas e-mailed to Tracey. Approval to look big.

5.8 UHLUAC

Tracey

University Honorary for Leaders in University Apartment Communities funded by ACUHO-I apartments. Same idea as our Leadership Society except that it is International and focuses on student leaders in Apartments. Info handed out and available from Tracey.

5.9 Master Key Policies

Dima

Dima will e-mail membership

5.10 Disaster Plans

Kim

Kim wants to know what other schools are doing and wants to see

Put out electronically on list serve.

Jo- Let's add to Newsletter to have a swap at next meeting.

*Sean:-*Randy and I are going to DUCAN this afternoon and are inviting others to join them.

ADJOURNMENT at 12:30pm

Motion: Marge

CARRIED