

**RESIDENCE LIFE PROFESSIONAL ASSOCIATION  
FALL ANNUAL GENERAL MEETING  
Location: EA3101, Lincoln Park Campus, Mount Royal College  
November 14, 2002 2:00 – 5:00 p.m.**

In attendance: Sean Hunter – Lakeland College, Vermilion; Judy Admundson – U of Regina; Garth Racher and Jason Novak– Mount Royal College; Kim Sullivan – Lethbridge Community College; Marge Nordin – U of Lethbridge; Lionel Peterson and Tom Hannan – Portage College; Glenice Grover and Jenn Bona – Red Deer College; Alicia Wight, Naeem Ordonez, Camille McFarlane and Joel Lynn – University of Calgary; Pam Castirelis – College of the Rockies; Kim Whitmore – Keyano College; Sylvia Baran – Sheptytsky Institute (U of S); Lori Steckle – Luther Residence (U of S); Nancie Krushelnicki – College of New Caledonia; Clint Galloway, Zoe Woods, Kristina Osborne, Tracey Mason, Neil Buddel, Delphi Kozmeniuk and Randy Maus – U of Alberta; Robert Ford – Augustana University College.

1. CALL TO ORDER: 2:23 p.m.

2. Introductions and Welcome to New General and Executive Members Sean

3. APPROVAL OF AGENDA

**MOTION** Glenice Grover/Neil Buddel

Moved that the agenda be accepted with no additions or deletions.

**CARRIED**

4. APPROVAL OF MINUTES (March 14, 2002)

The approval of the minutes was missed.

5. STANDING ITEMS

5.1 **Administrative Staff P.D.**

Alicia

Positive feedback overall. The keynote speaker, Ken Larson, was well received. 37 Admin. Staff in attendance, representing 8 institutions. The RLPA contributed \$1000 and NWACUHO gave \$500 to cover the associated costs. Recommendations to continue to have a large host site and keep the Conference family orientated. Host site for next year to be determined.

5.2 **Student Leadership Conference**

Clint

70 students and 12 staff were in attendance. Participation was down from last year; feedback indicated that institutional budget cuts and inability to sacrifice the staff were the two main causes. Mostly positive reviews about Goldeye's facilities and food. Varying comments about the accommodations and Harry Potter theme. Keynote (Margot Bell) received rave reviews, as did the group challenges.

Recommendations:

- solidify contracts with three sites (north, south, central) and rotate each year, on the same weekend
- plan Conference for Winter or Spring instead of Fall
- revisit goals of the Conference
- provide delegation fee incentive for submitting a winning proposal
- consider denying admission to institutions that don't submit a program proposal
- bring in professional presenters instead of expecting inexperienced student staff to present
- distribute a package outlining Conference expectations to registrants
- consider extending the Conference Chair position to a two year term
- outgoing Chair should be responsible for booking facility in the Spring
- set up car pools to reduce transportation costs
- organize a focus group to form a vision/mandate for the Conference

A big thank you to Alisha, Tracey and Zoe for making helping to make the Conference a success!

**ACTION:** Tracey will add questions about the Student Leadership Conference to the survey.

### 5.3 Conference Updates

#### ➤ **NWACUHO**

Jason

February 23-26, 2003 in Seattle at the Seattle Airport Hilton & Conference Centre. Joined forces with WAACUHO to create an even bigger and better Conference. 300+ delegates expected. Canadians are being offered registration cost at par. Jason suggested flying into Vancouver and renting as a less expensive option. Hotel rooms are \$99/night (U.S.). A scholarship is being offered to one Canadian new to the profession who is willing to present; contact Jason if interested. More information can be found at [www.nw-acuho.org](http://www.nw-acuho.org). B.C. will be hosting the 2004 Conference.

#### ➤ **ACUHO-I**

Clint

June 29-July 1, 2003 in Las Vegas. Clint is on the host community; he can be contacted if you any questions or are interested in volunteering. Montreal will be hosting the Conference in 2004.

#### ➤ **ACUHO-I Apartments**

Tracey

The Conference, which Kris attended in October, was focused on Family Housing. She would consider going back as a presenter to encourage bringing more focus to Single Student Housing. The next Conference will be held at the Deerhurst Resort (Ontario) in October 2003.

#### ➤ **CACUSS**

Joel

The Residence sessions are geared toward Chief Housing Officers. The next Conference is June 15-18, 2003 in Vancouver.

#### ➤ **ASSC**

Glenice

May 6-9, 2003 in Fairview, Alberta. Looking into getting a bus (start trip in southern Alberta) for those interested in attending but don't want to drive themselves or fly.

#### ➤ **RHAWC**

Clint

January 17-19, 2003 at the U of A in Edmonton.

Clint brought forward a proposal from the committee requesting financial support from the RLPA. A discussion was held about whether or not the membership felt comfortable making a contribution, and if so, what the contribution would be.

**MOTION** Clint/Camille

The RLPA will sponsor a student's registration to the RHAWC Conference, not to exceed \$200.

**MOTION NOT ACCEPTED**

The membership unanimously agreed that the conference committee did not provide enough information for the RLPA to make an educated decision to financially support their endeavours.

**MOTION** Kim Sullivan/Glenice

The RLPA Executive looks into scholarship funding and make a recommendation to the membership as to how we should handle funding requests in the future.

**MOTION CARRIED**

### 5.4 Treasurer's Report

Sean

A report was circulated at the meeting; it was accepted as presented.

#### 5.5 Leadership Society

Jason

30 students were admitted to the Society for the 2001-2002 school year. Jason will send out a request for nominations via the list serve. Deadline will be mid-March 2003. Criteria: only 10% of your student leader staff can be nominated and the judging is based on the students' positive contribution to Residence Life.

#### 5.6 RLPA Program of the Month

Alicia

Alicia circulated a detailed description of the program and requested membership involvement to form a committee to judge the programs, print certificates, distribute Winner List, etc.. Alicia would like to see a link added to the RLPA webpage to highlight the "Program of the Month".

#### 5.7 Newsletter

Tracey

Tracey will continue with the electronic updates as per the membership's request. It is important that members contribute information about programming, new professional staff, facility developments, etc. when it is requested in order to make the newsletter possible.

#### 5.8 Membership Update

Jenn

Updated Membership Directories were distributed. Please forward corrections, additions and/or deletions to the Secretary, Jenn Bona. Our newest member is Sylvia Baran from the Sheptytsky Institute (University of Saskatchewan).

**ACTION:** Jenn will work on updating the RLPA brochure.

#### 5.9 Website

Tracey/Jenn

**MOTION** Tracey/Jason

The RLPA will contribute a maximum of \$350 for the purchase of DreamWeaver software, which will be used by the U of A members to maintain the Associations' website.

**MOTION CARRIED**

A discussion was held about the possibility of getting a grant to hire a student to manage the website. This option will be considered when the RLPA has non-profit status.

#### 5.10 Outstanding Service Award

Jason

Members are asked to nominate any member of their Residence or a group of staff who have enhanced the development of the Association. The nomination deadline is January 31, 2003.

#### 5.11 RLPA Survey

Tracey

Recommended changes to the survey questions can be e-mailed to Tracey on or before November 29, 2002. Institutions that filled out last year's survey will have the opportunity to edit their copy instead of redoing the entire survey. Tracey will send these, as well as blank surveys (for members who haven't yet completed one), via the listserve by December 6. All completed surveys need to be sent to Tracey by December 20, 2002.

### 6. BUSINESS ARISING FROM MINUTES

#### 6.1 Josie Lamothe RESP

Members have two more weeks to contribute to the RESP. Tracey and Sean will be travelling to Ft. McMurray the week of December 9, to present a letter and cheque to Josie's husband on behalf of the Association.

#### 6.2 Non-profit Status

Sean

The Executive will be meeting in January to work through the RLPA bylaws which need to be in place before we can complete the application process. We will vote at the Spring Meeting to accept the new status.

### **6.3 New Professionals' Training**

The Association discussed ideas to help new staff as they start their career in Housing. These ideas included: encourage new professionals to visit other Residences; take part in the Mentorship Program offered through NWACUHO which pairs seasoned professionals with new staff; participate in the week long training program offered in Ontario (in June); initiate a Q&A session with a respected professional in the field.

## **7. NEW BUSINESS**

### **7.1 New Treasurer**

Sean

Recently an e-mail/phone election took place to fill Stephanie Hlady's position as Treasurer. Stephanie went on Maternity Leave in the summer. The Executive welcomes Marge Nordin, Residence Manager at the University of Lethbridge, into her new position as Treasurer.

### **7.2 Location of Spring Meeting**

The University of Saskatchewan will host the Annual Business meeting in March. Date TBA.

### **7.3 Residential Tenancy Act Exemption**

Tracey (for Dima)

Tracey, on Dima's behalf, asked if the RLPA would be interested in lobbying for all Residence units to be exempt from the Residential Tenancy Act. Glenice suggested that a letter from the RLPA President to the Provincial Government be written stating that the RLPA is supportive of this revision. It was also felt that the Senior Student Services Representative should be made aware of this recommendation in the event that the influential members of the Colleges and Universities would lobby on our behalf.

**ACTION:** Glenice will find out from Sean Kennedy who the Senior Student Services Liaison is.

### **7.4 Proposed RLPA Constitution Amendments**

The Executive will be meeting in January to propose changes to the Constitution. Feedback from the membership is encouraged. Recommendations can be e-mailed to Jenn by January 3, 2003. These changes will be voted on at the Annual Business Meeting.

## **8. ADJOURNMENT**

Meeting adjourned at 4:55 p.m. by Garth and Naeem.