RESIDENCE LIFE PROFESSIONAL ASSOCIATION
SPRING ANNUAL GENERAL MEETING
Location: Marquis Hall (private dining room), U of S Campus
March 27, 2003 1:00 – 5:00 p.m.

1. Call to Order 1:03pm
2. Introductions and welcome to new members Sean

Present:
Sean Hunter, Lakeland College; Randy Fines, Lakeland College; Randy Maus, University of Alberta; Denise Delong, University of Alberta; Clint Galloway, University of Alberta; Dima Utgoff, University of Alberta; Tracey Mason, University of Alberta; Marge Nordin, University of Lethbridge; Sylvia Cholodnuik, University of Saskatchewan; Lori Steckle, Lutheran Theological Seminary; Sylvia Baran, Sheptytsky Institute; Alicia Wight, University of Calgary

3. Approval of Agenda

Motion: Sean
Carried: Randy SK

4. Approval of Minutes from November 14, 2002

Motion: Sylvia C
Carried: Clint

5. Standing Items

5.1 Conference Updates

NWACUHO
February 23-26, 2003 Hilton Seattle Airport

- UC & UA attended and presented
- Alicia, Camille and Zoe participated in case study
- Joint conference with WACUHO
- Lisa Gibson, Univ of Victoria won "Best of the West"
- B.C. hosting conf. next year

Action: Tracey to send letter to Lisa congratulations

ACUHO-I
June 29-July 1, 2003 Riviera Hotel; Las Vegas, Nevada

- Planning in progress, finalizing most of it now
- Planning special event to celebrate Canada Day at the conference
- Contact Clint with questions
- Volunteers for the conf needed (2 types)
    - A conference volunteer they work like a dog during the conf
    - A general conference volunteer

ACUHO-I Apartments

September 28 – October . 1, 2003 Huntsville, Ontario

- Toured the universities, very aesthetic
- Denise & Kris presented on programming model
- Denise & Patty presented on teens and seniors

ACUHO-I/APPA Housing Facilities Workshop

October 12-15, 2003 Phoenix, Arizona

ACUHO-I Housing Marketing Strategies Workshop

October 23-25, 2003 Sheraton, Atlantic City

ACUHO-I Information Technology Conference

October 5-7, 2003 Colorado Springs, CO

ACUHO-I National Housing Training Institute

June 17-22, 2003 University of Maryland

Ontario (OACUHO)

May 25-28, 2003 Brock University, St. Catherines, ON

CACUSS

June 15-18 University of British Columbia, BC

- Still looking for programs
- Tracey presenting on thesis
- Includes counselling, health services, financial aid and other student services

Alberta Services for Students Conference (ASSC)

May 6-9, 2003 Fairview, AB

- Registration is out
- Programs closed
- Working on a bus from Calgary to Fairview which will pick up people on the way
- Glenice is involved in the planning
- RLPA hosts a roundtable (Neil Buddel and Randy Maus will lead it)

Saskatchewan Regional Colleges' Conference

May 7, 8 and 9 Swift Current, SK

- High quality, inexpensive conference
- Comparable to the ASSC

RHAWC

- Residence Hall Affiliation of Western Canada
- Hosted at UofA this year
- 90+ delegates
- Provincial reps and standard exec members
- Developing organization constitution

- 2 bids for hosting next years conf (UofA and UofC), no decision made yet
- Cost per delegate will increase for next year, but is still inexpensive
- UC students came back inspired by dry programming
- We need to help them with marketing the conference

BACCHUS

- Date and location unsure, possibly June in Toronto
- $100/yr membership
    - access to materials
    - included on listserv
- studentlifeeducation.com
- also looking at anti smoking project

Social Norming Project

Training in Toronto, May 1, 2

- Student Life Now received a grant to do a social norming project
- 6 institutions involved
- surveying students over the next three years
- Sites sending 2 representatives to Toronto to be trained in social norming
- Social Norming Theory: perceptions are linked to behaviour
- First research of its kind in Canada
- Data given to the institutions every year
- ½ institutions control sites, ½ are test sites

5.2 Josie Lamothe Outstanding Service Award — Sean

Winner: Dima Utgoff, University of Alberta

5.3 Student Leadership Conference — Clint

- Purpose of this conference?
    - Affects when conference is held
        - Training focus: early fall, Sept
        - Motivational, networking: January
    - Discussion:
        - Current time of year good for travel & sharing issues
        - Would it parallel with RHAWC conference?
        - Limited finances restrict number of staff schools can send
        - Comes at a time when students coming off high energy of opening, perhaps move it to October when motivation/reenergizing is needed
        - October may conflict with midterms, but third week might be good
        - Perhaps as part of training for multiple schools in August
            - Share speaker costs

            - End of a training cycle
        - Perhaps focus it for returning staff only
        - Spring with new staff for next year
    - Decision: Next conference held mid October
- Conference Chair Position
    - Clint proposes to extend the term of the chair to two years
    - Proposed to have Conference Chair Elect
    - Promote continuity of conference
    - New chair start in November
    - Committee meets in spring to plan conference
    - Elect chosen in the fall, responsibilities change over at the spring meeting
    - **Motion:** to extend the current Conference Chair term to the 2003Fall Business meeting
      Motion: Tracey Second: Randy Fines
      Motion Carried
    - **Motion:** to elect, at the spring 2003 annual general meeting, the Conference Chair-Elect to serve until the 2003 fall business meeting when the next Conference Chair-Elect is elected
      Motion: Tracey Second: Marge Nordin
      Motion Carried
- Attendance gradually declining over the years

5.4 Student Leadership Society Sean

- Created 3 years ago to recognize student involvement in res life
- Student leaders nominated by professionals of member institutions (up to 10% of stud leaders)
- Certificates sent to each student and name posted on website
- Deadline extended to April 1, 2003

Action: Contact Lorne Williams to review criteria for Leadership Society, especially concerning non students

5.5 RLPA Program of the Month Alicia

- RDC, UA, US gave nominations for first award
- Working on Program of Year, wants 1 nomination per programming area per school
- Recommends one representative from each school to sit on committee
- Creating a book (perhaps a CD) of all the programs for the year
- Alicia will send out programming report, areas of focus and new deadline

5.6 RLPA Survey Tracey

- Survey was complete in January and went out to membership via listserv. Tracey will help new president-elect find easier way to administer and organize for distribution.

5.7 Treasurer's Report Marge

- Sean is acting treasurer
- Difficulty with our bank
- Marge taking over in full

6. Business Arising from Minutes

6.1 Non-profit Status

- Decided one year ago to get non-profit status
- No progress due to turnover in personnel

6.2 Constitutional Amendments

- Grammatical Corrections:
  - Voting at the annual business meeting will be by institution. One delegate who will serve as its voting member will represent each institution in attendance. Should an institution not be able to attend a proxy will be accepted.
  - Any member institution of R.L.P.A may propose amendments to the constitution and/or By-Laws. Such proposals by a member institution or Executive Officers shall be made in writing, endorsed by at least three other members institutions of R.L.P.A., and submitted to the President of the Association at least 30 days prior to the annual general meeting for presentation to the membership.
  - The President, President Elect, The Secretary, Treasurer and a Conference Chair shall be elected at the annual business meeting of the Association.
  - The Nominating Committee, chaired by the Past-President, shall submit a slate of nominees for the offices of President-Elect (vis-à-vis President), Secretary, Treasurer, and Conference Chair at the annual business meeting of the Association. The voting representative from any member institute may make additional nominations from the floor at the annual business meeting.
  - In consultation with the Executive Committee, state those goals for the R.L.P.A, which he/she intends to pursue during his/her term of office and insure their inclusion in the first issues of the R.L.P.A. Newsletter, published after the beginning of his/her term of office.
- Motion: To change Vice President-Elect to President Elect throughout the constitution
  Motion: Tracey Second: Lori Motion Carried

- Motion: To remove the Conference Chair from the Bylaws section 1: Elections Preamble
  Motion: Tracey Second: Alicia Motion Carried
- Motion: To create a Conference Chair-Elect position that assists in the planning of the student leadership conference to be elected annually during the fall business meeting.
  Motion: Tracey Second: Sylvia C. Motion Carried
- Motion: to change voting for Conference Chair to take place at the annual fall business meeting
  Motion: Tracey Second: Denise Motion Carried
- Motion: to add Conference Chair-Elect to the officers (Article VII, section 1)
  Motion: Sylvia Second: Denise Motion Carried
- Motion: require 4 of the 6 officers be present to constitute an executive committee quorum (Article VII, section 4)
  Motion: Randy Second: Sylvia B Motion Carried
- Motion: Conference Chair and Conference Chair-Elect shall each serve a one-year term
  Motion: Sylvia Second: Alicia Motion Carried
- Motion: that each institution in good standing and not attending the annual general meeting is encouraged to send a proxy vote (Article VI, section 4)
  Motion: Tracey Second: Denise Motion Carried
- Motion: if quorum is not present at the annual general meeting proxy votes from institutions in good standing will be accepted (Article VI, section 5)
  Motion: Alicia Second: Lori Motion Carried
- Motion: quorum required to conduct an annual general meeting be changed to 3/5 voting member institutions in good standing (Article VI, section 5)
  Motion: Clint Second: Sylvia Motion Carried
- Motion: that annual business meeting be change to annual general meeting throughout the constitution and that November meeting be changed to fall business meeting
  Motion: Tracey Second: Clint Motion Carried
- Motion: that all supposed rewording of the constitution be accepted as presented
  Motion: Tracey Second: Marge Motion Carried

6.3 Residential Tenancy Act Exemption Dima

- A letter was supposed to be sent to government
- We need student support for this as well
- Dima proposes we analyze what our specific issues are surrounding RTA; see how it affects our costs, students and staff; and present it to our students to promote buy in
- Get endorsement from RHAWC next year
- Look at the RTA, are we exempt in the same manner as nursing homes (rent covers a package of services, not just rent)

Action: Executive look at RTA, discover options available to institutions and enlist student support for changes to RTA

7. New Business

7.1 Election of Officers Sean

Proxies: Mount Royal College, Red Deer College, Medicine Hat College

7.1.1 President Elect

Nominations:
Randy Fines, Lakeland College
Sylvia Cholodnuik, University of Saskatchewan

Winner: Sylvia Cholodnuik, University of Saskatchewan

7.1.2 Conference Chair-Elect (until Fall Business meeting)

Nominations:
Camille MacFarlane & Alicia Wight, University of Calgary

Winner: Camille MacFarlane & Alicia Wight, University of Calgary

7.1.2 Secretary

Nominations:
Neil Buddel, University of Alberta

Winner: Neil Buddel, University of Alberta

7.2 Passing of the Chair to Tracey Mason

2003-2004 RLPA Executive

President	**Tracey Mason**
Past-President	**Sean Hunter**
President-Elect	**Sylvia Cholodnuik**
Secretary	**Neil Buddel**
Treasurer	**Marge Nordin**
Conference Chair	**Clint Galloway**
Conference Chair-Elect	**Camille MacFarlane & Alicia Wight**

7.3 Administrative Staff PD Day

- U of A is offering to host and organize the PD Day
- RLPA supports the UofA in their bid

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7.4 Institutional Updates

- Mount Royal College
  - Jason Novak has left RLC position, but is still instructing
- Red Deer College
  - Jen Bona leaving residence life and moving to Calgary
- University of Alberta
  - In process of hiring Residence Coordinators
  - All prof. staff returning

        - Denise going on maternity leave this summer
        - New residence on schedule to open July 31
        - New residence project in area formerly known as Garneau
        - UofA planning redevelopment of entire sector
        - UofA has dropped opposition to include all casual staff in the NASA union. No word as to whether residence staff will be included
        - Upgrades to information management system almost complete
    - Lakeland, Vermillion
        - No staff changes
        - Building
        - Land negotiations for a campus in Sherwood Park
        - RA hiring behind due to low # of applicants
        - Busy conference season ahead
    - University of Calgary
        - Switching to new computer system: Starnet
        - Institution commitment to Residence Life is high resulting in an increase in staffing both professional and paraprofessional positions
        - Community programmers: returning CA's to work with small communities
        - Good year of change
        - Reviewing how residence supports academic mission
        - Looking at clusters and other academic initiatives
        - Developing a programming model
    - University of Lethbridge
        - Planning site preparation for 600 units
        - Phase I is for 96 beds, construction 1 wk ahead
        - Overwhelming amount of RA applications, many want new residence
        - Creating in house management system
        - Conferencing getting busy
    - Lutheran Theological Seminary
        - Agreement with UofS to use two floors for Canadian Light Source
        - Results in increase in staffing and residents
    - Sheptytsky Institute
        - Changing programming to community focus
        - Adding one additional student staff member
    - University of Saskatchewan
        - Staffing: Sylvia getting a Residence Coordinator for next year
        - Building soon
        - RA's hired for next year, many returners

7.5 Next Meeting

- Olds College

8. Adjournment, 4:23pm