RLPA Annual General Meeting

Thursday March 18, 2004

1. Meeting called at 1:30pm
2. Welcome and introductions

3. Approval of the agenda
    Moved by: Neil
    Seconded by: Sylvia
    Approved

4. Approval of the minutes
    Moved by: Glenice
    Seconded by: Randy
    Approved

5. Business Arising from Minutes

5.1 Society Status

- Societies Act was passed around to review now that we're a society.
- Application and signatures were processed at the UofA as the signatures on the application had to be the same as those on the actual constitution.
- The initial request was denied and we had to make a few changes to include:
    - Powers of the directors
    - How to remove directors
    - How to amend the constitution
    - When the AGM would be held and how members would be notified
- This allows us to make charitable donations and protects the board from liability.
- Though it won't change too many things.
- The secretary and treasurer will have their records audited.
- We have to send in an annual report to include:
    - Confirmation of address
    - Confirmation of directors
    - Registry of membership
    - Audited records

5.2 Treasurer's Report

- If you have any questions please feel free to go through the ledger.

5.3 NWACUHO Report

- Vancouver, BC conference was held in February

- Next year it is in Corvalus, Oregon and will be expensive
- NWACUHO has PD funds available, especially for conferences, and it would be prudent to apply as a collective for local initiatives
- Soundings is coming out and looking for institutional updates (new things, new hires, new buildings, publish research).

5.4 Institutional Updates

UofC

- New director (Jim) and ADRL (Alesha) and they now have a full staff
- Reslife program has increased staff in order to improve Community Advisor to student ratio
- Using Star Res for online applications and incident reporting

UofA

- Reslife 202 classes continue on Fridays at 6pm and are held every 3 weeks
- Schaffer's department run telephone and internet systems are experiencing growing pains
- Pembina is transitioning to a graduate residence this year and there are great relationships with our Graduate Students' Association
- International House is popular with the neighbours and we are challenged to fill it.
- RHAWC was held at the UofA and our association also went to ORA and both organizations are looking to establish a national organization.
- We have experienced floods, major theft, but our student staff turnover has been low

CNC

- Residence has been quiet
- New boss (director of student services)
- Negotiation with labour staff has resulted in a 0% increase over the next few years
- Also in faculty salary negotiations

Lethbridge CC

- New instructional building
- Catching up from building not completed on time
- 150 people were let go and these cuts have been absorbed internally
- College is expanding with less people
- Experiencing frozen pipes, master keys, fire in townhouse, summer numbers down.
- Those with 12 month operations are blessed
- Director of student services position has been abolished and now answer to the corporate sector

University of Lethbridge

- 96 new beds
- Residence handed over August 31st
- Have had to close homes and rework (sand, repaint, remove mold); sad experience and financial compensation was given
- Analysis of taxes and appealing to provincial government

Grand Prairie Regional College

- A lot of repairs to old buildings
- Money taken by college
- Proposal for Campus Living Centres to run all residences

SAIT

- CLC proposal to manage
- Old and new buildings, however, the old ones are a challenge

Mount Royal College

- Challenges
- Just opened west residence with about 400 – 1000 new beds
- Growing pains, particularly because the residence was not affordable
- The community vacancy rate is 4% but in residence is 30%
- 30 million to build
- There was a large rebate for students due to problems with the internet service
- Residence has changed to more of an academic experience, not social
- Hired 25 great new staff to change the culture of residence life
- Residences are working hard to find a place on campus
- Negotiating a contract for cleaning

Lakeland C

- Shawn and Barb have left
- Second phase of the new residence opened with 100 new beds
- Michelle is new
- Sherwood Park campus opened in September
- Hope to build more in 2005
- Good year overall!

Red Deer College

- Possible partnership with Lakeland and RDC was deemed not possible at this point in time
- Perhaps opportunity to partner with Sherwood Park in the trades area
- New people in a job share – advantages and benefits with this!
- Drug and pot problem
- Quite a few evictions

- RAs have done a great job this year
- Large amount of people applied to be an RA
- 5 of 15 returnee rate
- Occupancy rate is high – 4%
- 2 or 3% in residence
- Old buildings need maintenance
    - Gave the upper administration the warts and wrinkles tour
    - Need more money for deferred maintenance
    - 10 year capital plan

University of Saskatchewan

- New RLC and second position approved to start in July
- Looking at Star Rez
- Internal computer person is not supporting the archaic system anymore
- May build for opening in 2006
- 2 90 year old buildings were shut down to turn to offices, need to build more residences
- Not collecting student fees anymore
- $50 to Students Association and $10 to RAs
- Discipline
    - Huge party
    - Students in residence sent to non-academic discipline and suspended

5.5 RLPA Program Recognition

- Hope to create a programming resource on website
- Only 3 reports from Sylvia from UofS
- Deadline of April 1st for excellent programs
    - Community
    - Educational
    - Passive

5.6 RTA Exemption

- Process will be longer than anticipated as Dima's been quite busy and student legitimately need a significant amount of time to discuss the process
- Document handed out outlined how this exemption is in the best interest of students

<u>Reason #1 (Student governance)</u>

- Students' rights still protected with the institution
- RTA manages a problem but supersedes our practice of student governance

- Not in student interest to keep ties to something that undermines their involvement

Reason #2 (Safety)

- Safety as we cannot evoke a 48 hour eviction or change locks in emergency situations

Reason #3 (Management)

- Security deposits currently can't be managed as the RTA suggests
- With month to month leases, we can't cater to student needs as we don't always know what units are available
- Notice of entry through work orders are currently not possible
- **We should discuss with students through the summer and fall**
- **At the next FBM we should check-in and then take to the government**
- In BC all residences are exempt as well as Saskatchewan
- Will look to other provinces for ideas on how the RLPA can proceed
- Once we're more organized we should bring in upper administration of our institutions

5.7 Administrative PD

- Spring or summer of 2005
- Review of assignment process
- Exchange information
- Use workshop to create a network
- Every 2 – 3 years have a formal workshop
- Perhaps develop another means of communication (electronic newsletter) for communication between workshops to discuss, share information, and problem solve
- Keynotes should be brought who have extensive experience in the area
- **Look to host in late May of 2005**

5.8 Student Leadership Society

- Nominations to Sylvia
- Will receive certificate and letter
- Supervisor's can choose 10% of their residence staff – suggestion to provide a letter to people as to why they were chosen

5.9 Student Leadership Conference

- The YMCA billing issue has been resolved (see FBM 2003 minutes for more details)
- Profit of $1800

- Old paid last years dues and this years together so it look like more money was made than there actually was
- Conference was proposed for late October, however, concerns with weather and attendance. Also, for 2004 it was difficult to attain a location.
- The 2004 conference will be September 24 to 26 – no size restrictions on the group number
- Push staff to go and we can get some high quality programs
- Cost will be about $135 - $140 pp
- With the revenue, institutions that attended the 2003 conference will receive a discount on their application for the 2004 conference
- Proposal to NWACUHO for money for the conference
- Would appreciate professional and student programs at the conference

5.10 RLPA Survey Update

- If there are any mistakes please email Sly with corrections
- Particularly with Q 2 and 9(?)
- Have until Thursday March 25th to check it out.

6. Election of Directors

- Election of President-Elect
- Treasurer role filled Stephanie's term plus a regular term to the election will be in 2 years

Nomination for Randy Maus
Mover: Joel
Second: Glenice

Nominate for Tracey Mason
Mover: Clint
Tracey declined and will fire Clint ☺

Nomination for Clint Galloway
Declined

Nomination for Joel Lynn
Declined

Randy Maus is elected as President-Elect

The Board of Directors for the 2004/2005 is as follows:

President	Sylvia Cholodnuik - University of Saskatchewan
Past President	Tracey Mason – University of Alberta
President Elect	Randy Maus – University of Alberta
Treasurer	Marge Nordin - University of Lethbridge
Secretary	Neil Buddel - University of Alberta
Conference Chair	Camille McFarlane - University of Calgary
Conference Chair-Elect	Janet Athanasiou – University of Alberta

7. New Business

7.1 Application Numbers

- How are issues with filling beds?
- UofS have more applications this year than every before
- UofC apps are on par. Application fee of $50
- RDC is lower, however, they have implemented an application fee ($20) this year that may have deterred many. Still have a significant waiting list
- MRC also have a fee this year and have 50 to 75 REAL applications vs. 200
- CNC numbers low in academic and higher in trade programs. International students are more represented in residence. Forming an aboriginal residence to address difficulties retaining first nations students.
- UofL has a 10% increase and an application fee of $45. Recruitment effort seems lower this year (2 fall applications vs. 10), however, most are applying EARLIER! For example, they start applying Sept of their grade 12 year.
- LCC - residence applications are on par with last year, but college applications are flat (due to the Echo Boom being over
- SAIT is on par. With school enrolment up they are looking to build
- UofS has guaranteed space for scholars and these spots are held until May

7.2 Staff Development Opportunities

- We have members with specific training or topical knowledge
- Perhaps bring to meetings or schedule into meetings (handouts or discussion)
- **Website – create a list of those with expertise or knowledge in a certain area that others can draw upon**
- Are we all on the right track with programming?
- Is the Role of the RA appropriate?

- **Meetings need to be a balance of meetings, roundtables, and speakers**

7.3 Speaker Process

- Bring speakers and share with other institutions to share cost
- Mike Domitz – "Can I Kiss You"? http://www.canikissyou.com/
- **Will be at the UofA sometime between September 4 to 6 if people are interested**

7.4 Representation at Conferences

Taken out

7.5 Alberta Services for Students Conference (ASSC)

- May 11th to 14th at RDC
- Post card for marketing instead of the brochures
- $160 with meals
- $30/night for accommodations
- Kevin Burns and Catherine Sanson are the speakers
- 30's and 40's themed
- www.rdc.ab.ca/conferences/assc
- Register by April 23rd

7.6 Hosting ACUHO – I

- Proposal for Alberta to host ACUHO-I in the 2007 rotation
- Very feasible but a lot of work
- Also – NWACUHO wants to be held in Alberta in 2007
- Exec have decided area in the past and if we decide we should have input concerning the location
- Attendance is usually about 900
- Air connection in Edmonton is poor
- This would be an opportunity for more people to attend the conference
- **Dima will find out more information about workload and distribute so that we can make a more informed decision. For example, what is exactly required of the host committee, will RLPA institutions back this?**
- Programs are done through a different committee
- Exhibits are also done through a different committee
- The host committee usually does the following:
    - Facilities
    - Communication
    - Registration

- Banquet
- Transportation
- Volunteers
- ACUHO-I Store
- Activities

7.7 Approval of Dues

- Fee structure:
  - $50 up to 160 students
  - $75 for 161 – 799 students
  - $100 for over 800 students

- There hasn't been a fee increase recently
- Before there is we should establish our mandate.
- **Is the membership satisfied with our services? Should we be sponsoring more scholarships or speakers. Is there something that we would like to do that we have not? This should be reviewed before a potential increase**.
- We also need to make sure that RLPA pays for costs instead of the institution!
- **Discussion at a future Board meeting to discuss mandate**
- Possibility to hire a Conference Coordinator for ACUHO-I
- Marge will be collecting contact names, institutions, and number of beds to bill people

7.8 Membership Directory

- Being passed around – please update if there are changes
- ALSO – once fees are collected Neil will ask institutions to look at the directory online to make updates
- Will also send out confirmation letters and/or welcome letters

7.9 Next Meeting

- FBM 2004 Meeting at SAIT in November
- AGM 2005 at the UofA

8. Adjournment

Meeting adjourned at 4:15pm