

Residence Life Professional Association

Fall Business Meeting

November 3, 2011

1. Welcome and call to order at 1:15 pm
2. Attendance
3. The Agenda was approved with no additions. Motioned Randy Fines, 2<sup>nd</sup> Sylvia- passes
4. Minutes were approved with one amendment: Under 9. New business "voting was held..." needs to be moved to point 7.2. Tim will make the changes and sent to Craig. Motioned Ian 2<sup>nd</sup> Randy Maus
5. No Business arose from Minutes
6. Reports
  - 6.1 Presidents Report – Chris Fukushima
    - The U of Victoria joins RLPA this year. Clint to contact for survey and directory
    - Restorative Justice Symposium- members told to see Chris or Dima if anyone interested in learning more.
    - Brett Phillips ACUHO-I (Chris has further info)
    - No questions were raised
  - 6.2 Treasurer's Report – Rob Ford
    - \$11,509 for LEAD conference
    - Account Receivables at just over \$16,000 with LEAD invoices and Membership dues
    - Positive variance on the budget should be allocated to bringing in higher calibre PD for LEAD or other keynotes for conferences.
    - We received a cheque for \$500.00 from NWACUHO.
    - Electronic payment of invoices is not feasible. Current budget allocates \$20 for banking service fees. To accept CC payments we would need to increase budget to at least \$200. This seems like a waste of money for our needs. Getting money paid to us faster does not save on any time or amount of work created. If members are interested, Craig can make a proposal for AGM if value of doing so is seen by RLPA, so we are further informed before we come to a decision. Glenice pointed out that we will still have to accept cheques and we don't process a lot of payments- LEAD, 2 meetings, and dues. What may a new person have to learn every two years? Rob offered we can do an online Registration with out the payment option. Glenice countered with the ability of each institution- some can some cant. We need to ensure that we keep it as simple as possible.
    - Budget shows a loss of \$800 but we have \$7546 currently. Still have more revenues to report in this fiscal year.
    - Directors and Liabilities insurance still to be paid.
    - The report shows the actual numbers as they are currently
    - Glenice mentioned that this meeting was costly without the inclusion of a Thursday dinner. Surplus could be spent on keynote. Ian suggested we send someone to ACUHO which only would benefit one person rather than the group.
    - Executive to make a decision on this
  - 6.3 Communications Coordinator's Report- Craig Whitton
    - The RLPA website is now compatible with electronic devices
    - Dynamic Directory is too complex for our resources.
    - RLPA is on Twitter, Craig has been tweeting the conference.
    - Craig is donating a laptop to this position complete with directions and software how to continue on in this role rather than a binder of stuff to read through.
    - No questions were raised
  - 6.4 LEAD Report- Brianna McElroy
    - Theme was "Live, Laugh, Lead"
    - 104 registrants representing 13 institutions
    - Patrick *Fin* from U of C was keynote speaker- bringing happiness into work.
    - There were 18 presentations which is down a bit from last year
    - U of S won school citizenship award

- RDC won the best presentation in the West award
- U of Fraser Valley won the Case Study
- There were space restrictions for presentations. Maybe consider options for next year would be to have more round table discussions and fewer presentations.
- Lots of positive feedback received about ending early on Sunday so people could make their way home.
- There is lost and found at this meeting. If you are picking something up, please give Tim \$5.00 to cover transportation costs.
- Tim thanked Brianna for her work. She was asked in late August to fill the Chair position and with short notice, hosted a great LEAD conference. Brianna introduced and thanked her committee members

#### 6.5 NWACUHO Report- Judy Eyben

- Judy attended March board meeting
- Annual conference is Feb 19-21 in Ashland. There is online registration
- Currently accepting program proposals until Dec. 23
- 2013 conference to be held in Tacoma
- 2014 conference- surprise! Is to be held in Edmonton
- NWACUHO offers to members: Soundings 4 times per year, free Friday Webinars (new presenters welcome, past Webinars are archived), Annual Conferences, online directory, and scholarships and awards. See Judy if interested in *Task Force*
- Congrats to Steve at U of L for winning the New Professional Award in the case competition. He gets to attend ACUHO-I
- Nominations are now open. There are 4 awards. Check the NWACUHO website for more details
- Randy Maus said he is a Mentor member. Once a month you are given a topic that you could discuss with your Menti.
- Judy will email list serve with a registration reminder
- Craig mentioned this is a great opportunity. If you are going contact Judy. New professionals are those with less than 5 years.

#### 6.6 Upcoming Conferences open to the floor

- NWACUHO Ashland Feb 19-21 2012
- CHO (Chief Housing Officers) summit hosted at U of C January 19-20, 2012 – Randy Maus for more info
- CHO national conference this month in Toronto
- Restorative Justice May 2012 in Edmonton
- NASPA (North America Student Personnel Administrators) in San Diego for Region S, Nationally in Phoenix March 10-14 (open to all student services, student affairs, etc)
- ASSC (Alberta Student Services Conference) May 15-18 2012 at SAIT. Birds of a feather- Residence session. It is a construction theme, and they are building new residences. See Glenice for more info. 2013 conference is in Lloydminster/Lakeland
- CAUCUSS
- ACUHO-I Disneyland

### 7. Elections – Tim

- Conference Chair and Conference Chair elect positions are both open. Brianna stepped up from conference chair elect to conference chair to fill a sudden void. That is why we are having two elections today. Duties and responsibilities were announced with no questions.

#### 7.1 For LEAD Conference Chair

- Craig nominated Brianna M
  - Clint nominated Sylvia C who declined
- Brianna McElroy accepts conference chair position

#### 7.2 For LEAD Conference Chair Elect

- Laura Huxley nominated by Clint
  - Dave Von nominated by Brianna
- Both let their names stand. Each member institution was given a vote. Dave Von voted in.

### 8. New Business

#### 8.1 Awards

- Leadership Society Awards - January nominations will be open for 3 awards -student leaders.
- New Professional Award - 5 years or less of service
- Josie Lamothe Award – 2011 to Nancie Krushelnicki of the College of New Caledonia (thank you read by Tim)

Nomination forms can be found online and will be included in the next edition of *Hallways*.

#### 9. Discussion / Round Table Topics

- Nancie Krushelnicki emailed – CNC is in the planning process for a new Residence specific to Aboriginal students. It will be a group home type setting for 10 to 12 students with Elders as mentors. The intent is to support students for up to 1 year. These will be Aboriginal students coming from remote areas and may have additional learning difficulties. If anyone knows of such a residence please contact Nancie to discuss. [krushelnicki@cnc.bc.ca](mailto:krushelnicki@cnc.bc.ca)
- Red Deer- Residence Orientations- looking for format, attendance, incentives or de-centives, topics covered.
  - U of A: open house for parents and students. Q&A. Split the parents and students up and give tours of residence. It is not mandatory, 100 of 2000 students attend. It is held before move in. They have 100 student Orientation Volunteers OV's. They wear t-shirts to help them stand out. They are trained over Skype during the summer. Would like to turn this over to volunteers. Before they get keys, they have to listen to a ten minute presentation.
  - Chris- there orientation is done during orientation week through their SA. 6 weeks of orientation
  - U of SK: Sylvia- Informal orientation. RAs are around to do tours of Res and campus, Social based. Formal orientation done by the campus
  - RDC- Glenice- they charge a minimal fee to cover food. They have lots register and only a few to show up. It is a full day following Saturday move in. Icebreakers, sessions on roommate conflict, policies, program initiatives, scavenger hunt, meal and prizes. Many of those who do attend do go on to become student leaders. They also have a video that loops information.
  - Lakeland College- Randy and Judy- Mandatory for first years and they have a BBQ
  - Medicine Hat College- Glenda- 50% attendance. New students and their parents mostly. They target the parents at move in. 3<sup>rd</sup> weekend they have a Sunday supper. 150 attend and are given a brief orientation.
  - Olds College- Doug- fee of \$125 charged to all for the "Res connection Conference". 2 day orientation where they discuss suicide, sex assault, colours seminars, etc. They have a DJ social at the end of 2<sup>nd</sup> night. Athletic dept. helps with move-in- greeting team. 90% attendance. They take attendance and give \$75 back. They dropped parent orientation but may bring it back next year. This is done Sunday and Monday of long weekend, with Saturday move-in.
  - RDC- Tim- nightly floor meetings. Tuesday host new student conference for 1<sup>st</sup> years. 1 session engaging in residences. Senior staff works with students as to how to get involved if live off campus. Entire college day- academic integrity, student services etc. With a residence session.
  - Lakeland College- Judy they have a campus "orientation committee" held with in the first week. Hard to find a time that doesn't interfere with other campus wide activities. They have early move on Friday to accommodate Faculty sessions. Lots of people went home over the weekend.
  - Lethbridge College- Jen- Program chairs all do a session at 230. Residence session is on Labour Day. There is no charge and 3 separate presentations are done for specific areas in residence. We get about 50% and mainly 1<sup>st</sup> year students. Post card was sent out and a parent social.
  - U of Calgary- 350-400 parents, student leadership through SA weeklong activities. Labour Day 1 day move in.
  - U of Alberta -Randy Maus- Food services sponsors a meal with parents. They push info through social media with online town halls.
  - U of Lethbridge- Steve- 80-90% attendance at social. Rules and policies in smaller settings. The institution does a larger scale orientation. Ra's are available for first 3 days.
  - Clint- they have move in tables/ station concept. A table devoted to evens, orientation, etc. there are 18 activities in 9 days. Move in is AUG 28-29 which is one week before classes start. RA's help with planning sessions.

- Red Deer College- Glenice- Does anyone offer incentives to pay rent for the whole year? RDC policy is that they need to have post dated cheques or pre-authed CC. Disadvantage of CC declined or NSF due to policy that they cannot write another cheque for 12 months.
  - Clint- options are cheaper for the whole year, a little more for the term, and a little more monthly.
  - Randy F- can enter a draw at orientation if whole year is paid
  - Randy M- Full year or each semester. Month to month incurs a fee.
  - U of L- Steve\_ Online payments. No options or incentives are given. They are billed 1 semester or 2 with tuition.
  - Lakeland College, Clint, Ian, U of L grad students can pay monthly.
- Randy Maus- Integrating Res w/ University Management system
  - Dima- they do their own
  - Lakeland – PeopleSoft/ star res- cant integrate together
  - U of L and U of S use Banner which can integrate, but difficult
  - **Move topic to RLPA website and we can share learning of implementing 2 systems.**
- Dima- how to deal with Critical Incident/ Mental Health issues
  - Sylvia- campus wide approached to establish a process is necessary.
  - Dima- they have two processes but it's unclear where one stops and the other begins
  - "Kevin Cameron- Violence and Risk Assessment"
  - Randy Maus- "student at Risk" committee just starting up protocols, and they have a "student conduct manager"
  - Bri- Dean
  - Kyle- Campus committee with Residence and Campus
  - Clint- student of concern committee (Referred to Kevin Cameron)
  - Steve asks who has in house councillors; Craig on rare occurrences call in Bandwell- a 3<sup>rd</sup> party service, Chris has a social worker on call.
- Dima- RTA requirement for not raising rent more than once a year
  - U of A has many rates, would like to develop a common response to take forward to government
  - Solicited government to take away exemption and add clause to make 1 consistent rate. MLA to carry forward. **Move discussion to CHO meeting**
- Dima- Saflock service provider? Saflock now Unikey,
  - U of L orders from both....love product hate service. Feelings the same with all Mount Royal and LC.
- Sylvia- P3 arrangements for housing- curious if anyone else is looking to this
  - Steve did RFD but unsuccessful– No one else; Doug interested in hearing how it works out
- Craig- Student counsel is looking at potential Fall Reading week
- Glenice – Proposed rent increases for 12/13
- Randy Maus- New Professionals resources as part of RLPA and their growth- **What would they like to gain from RLPA**
- Jim- mentoring program
  - Judy- NWACUHO has a mentoring program
  - Glenice- RLPA could do our own.
  - Ian- Being a mentor has two parts what your good at and what you think you can learn
  - Randy M- Experiences and goals – doesn't limit opportunity
  - Craig- Proximity to a mentor is important
  - Judy will coordinate with Craig. We should develop terms of reference- what it means to be a mentor or menti. What will the relationship look like

10. Spring AGM to be held at Mount Royal

- FBM to be held in Saskatoon

11. Meeting adjourned 4:00