

RLPA FBM
November 15, 2012
U of S

Welcome and Call to Order at 1:00

Introductions: Members introduced themselves, noting that 6 past presidents were present at the meeting. All attendees were asked to participate in a group picture for our “Newsletter”

Approval of Agenda: Agenda approved by Judy Eyben, seconded by Dima Uगतoff

Approval of Minutes, March 8, 2012 AGM: Minutes were approved by Randy Fines, seconded by Sarah Sotvedt

Business Arising from the minutes: No business

Reports

Presidents Report- Clint Galloway: Will be discussed with CHOs after the meeting. Property tax document will be presented to AB VPs. Post secondary institutions do not have property tax assessments, as they are academic space. Residence operating expenses are recovered and not for profit. Rob Ford suggested AB municipalities Association should also be made aware of the document.

Treasurer Report-Rob Ford: Profit and loss sheet explained to attendees, approved budget and current use. Expenses are still to be taken for FBM and registrations are recorded. Next year’s budget will be announced at AGM, we will need to spend more money at LEAD to reduce our profits. A net loss will be brought forward to spend some of our money.

Balance sheet showing accounts receivables for LEAD, FBM, Membership dues. We have a \$9054.65 balance at time of report.

Question: Why have we generated @2100 more from LEAD conference? That is due to the lower cost of food and higher attendance.

Question: What is Directors insurance? Nonprofit organizations need liability protection.

Communications Coordinator Report- Angi Eddy: Angi is looking into finding a new interface to use for our website that is more user friendly. If anyone has a suggestion please contact Angi. The winter newsletter will be coming out before Christmas and within the next couple months documents will be seen in live time and can be edited easier. Round table discussion later in the meeting to discuss the RLPA social media needs. If anyone has any list serve updates, please contact Angi.

LEAD Report- Brianna McElroy: The 23rd annual LEAD conference was the best attended to date with 128 registrants and 15 schools represented. Budgeting was done for 110 delegates to break even. With more than that, we have a profit. Deb deWaal was the 3 hour keynote speaker followed by 24 breakout sessions.

Best in the West won by MacEwan University- Lucas Ward

School Citizenship won by University of Saskatchewan

Case Study won by Augustana

Brianna’s assessment involved 40 responders, which could have included more if she had each participants email. The survey was sent to the advisors to pass on to the delegates.

Goldeye spaces reserved for 2013 will once again accommodate our needs; we don’t have to share with scrap bookers.

Brianna's full report is included in the RLPA secretary notes and passed to the conference chair elect.

NWACUHO Report- Judy Eyben: As the AB rep you are required to meet monthly and then once a week in January to prepare for conference. There is a need for Task Force members, one each from Canada and the USA. As a member, you have access to first Friday webinars and archives, Mentor/mentee program, and drive-in conferences. Elections are coming up for the new AB rep to be in place in February.

There is a master plan in place looking at the structure of the board, with a survey link to help with what they have and what kind of representation they require.

Conference is Feb 3-5 Tacoma, Washington at Hotel Marano for \$129 per night (deadline of Jan 21), rates the same 3 days either before or after conference. There is a call out for program proposals. Pre conference activities of glass blowing and coffee tasting arranged. Membership renewals have a December deadline.

2014 NWACUHO conference will be in Edmonton.

President Elect Report- Glenda Staples: The directory will be more user friendly where institutions can go to the web page and make necessary changes. Members are asked to go on to check that everything is correct. Glenda will be working on the survey.

Elections:

NWACUHO Rep currently open to applications and the successful incumbent will need to be in place by February. Application deadline is Nov. 22. Whoever is chosen will need to let RLPA execs know. The commitment is two onsite meetings and one conference. There are task forces positions open to members. RLPA members were encouraged to have a look at the master plan unveiled at the 2012 conference and participate in the survey.

Conference chair elect: This person will be working closely with the Chair in order to ease the transition to chair. This is a two year commitment, responsible for reviewing program proposals and planning.

The floor was open to nominations;

Laura Huxley nominated by Brianna McElroy and seconded by Randy

Trent Nabe nominated by Judy Eyben and seconded by Jim Fowler

Both nominations were accepted.

Brianna read a letter from Laura H. and Trent spoke.

Each institution cast one vote.

Laura Huxley was voted into the Conference chair elect position.

New Business:

Awards- Chris Fukushima:

Upcoming deadlines are in February for the Leadership Society, Josie Lamothe, and New Professional awards.

Applications can be found on our website and will be emailed to the listserv.

Randy M motioned that all nominees are recognized at the AGM. Clint will bring this forward to the next executive meeting for consideration.

Upcoming Conferences:

NWACUHO- Tacoma 2013, Edmonton 2014 - New professional award, currently no AB applicants.

AIMHO- Fall 2013

ACUHO-I- Minneapolis June 15-18, Washington 2014

CHOs- Western CHO summit at UBC Jan. 17-18

NASPA- Orlando 2013, Baltimore 2014. FYI- currently seeking an AB rep (Region 5).

ACPA- Early March, Las Vegas

ASSC- May 13-17, Lakeland

NHTI National Housing Training Institute- By application, 30 registrants. June 4-8, Georgia

ACUHO-I offers two funding sources. New professional award \$1500 and Program award. RLPA executive would like to call for program proposals and select the top three to be presented at our AGM, where the top presenter, as voted by members in attendance, will receive the award to attend ACUHO-I conference.

Round Table:

RLPA needs assessment

Clint is asking for feedback on a) what are your needs as a member of RLPA, why do you come, and b) are you getting your needs met. A survey will be sent out via list serve. Clint is also working on technology options such as Skype.

Nancy encourages the exec to discover why those who have left are gone. Budgets have been slashed.

Social Media

Angi is asking for feedback regarding RLPA use of social media. Facebook is not inclusive and only a few people use twitter. Members really enjoy the list serve. Angi will create a Facebook page for RLPA.

Live in vs. Live Out Staff

Steve B. – U of L will have 1000 spaces by fall: Institutions without live in staff, Lac la Biche, RDC, Lakeland, St Johns

Mt Royal has 2 live in staff per 1000. The question was if the work load was too much and burn out the RAs without a live in RLC.

Medicine Hat has a live in Student Services staff member on call. The person gets a whole unit for free as on call compensation.

ACUHO-I has an excellent report online regarding the ration of staff to residence.

Lock Out Charges

Jo-Anne W- Lethbridge College reporting 250 lockouts since September between 12-4 am. What are current charges and how are they administered?

Tyson- First lock out free, \$5 for the next 5 fined by the RA. They have noticed a decrease.

U of S- tracked trends with no plan to charge. Campus safety conducts after hours lockouts.

Brianna – Mount Royal charges \$25 per lockout

Housing office conducts the billing. #s are bigger in the apartment style than dorm style.

Rob- majority of lock outs are done by the front desk, RAs, then security.

Tim S- first two free, \$30 for the third. No one has passed four lockouts.

Justin, Manitoba- charged a buck for a goat since they received push back charging for a service.

Steve- first lockout free, \$25 thereafter, becomes a charitable donation since they also had push back from students calling it a cash grab. They have never actually charged anyone.

Randy F- don't charge

Judy- RAs unlock till 11, then security.

McEwan has three free then \$25 after that

Dining Plan

Steve- wondering what experience was between a board plan vs. declining balances.

Board Plan (2 institutions)

Declining balance (3)

No meal plan (5)

The food services companies are overall pretty similar. Aramark (5 institutions), Chartwells (3), Sodexo (2), In house (7).

Sly recommends wording the RFD so it fits your institution. Food manager oversees everything.

Dima- the General Manager you have makes all the difference, not the company.

Sly- food waste decreased without the use of trays (board style)

Bullying in Residence

Mark – U of S, sees an increasing trend. Students are not held accountable prior. They need to learn how to behave when they go to school.

Chris- U of A, bullying is done in person and electronically between roommates, students, professors and staff.

SAIT- seems they are not accountable with Facebook and Twitter

Trent- There is anonymous reporting for damage; perhaps consider using a similar method for reporting bullying.

Nancy- With trades programs the students are 18-50. In considering legal action, you can't be anonymous.

Justin-it's our job to create the accountable, respectful learning environment

Sly- non-academic policy includes bullying

Jo-Anne – hard to determine what the truth is

Sara- In person bullying, they learn where the boundaries are. They tend to use manipulation rather than harassment or discrimination per se.

Trent- there is a resistance to reporting. We know but won't say.

Mark- they want to avoid conflict

Randy M. - Kevin Cameron plug

School Res Life Partnerships, weekend exchanges

This was common in the 1990s between the U of S Mt Royal, U of A U of R, etc. RAs would take turns visiting other institutions as an exchange program when Jason Hunter was very involved. It was a lot of work and no one wanted to take it on. The RAs would come back and say how good they had it. It was a great experience. Judy and Glenda have discussed trying the job shadow.

Some helpful parameters will need to be made to guide that kind of exchange. Is there interest in this from other institutions? RLPA exec will discuss the program. Judy and Glenda will discuss.

Applications for Res before program acceptance?

Randy asked if we accept res applications before they are accepted into a program. 10 institutions do allow this.

Clint plugged the RLPA survey

Star Rez new version

U of S recommends having a good project coordinator.

Clint- you want a senior person to do the installs- Mike Green, Cordon Shulz

The program is great; the challenge is working through the upgrades and the training times.

Discussion between in house servers vs their US servers depends on the institution.

Jim- testing process was helpful.

Sly- started the upgrade a year ago. Lots of time needed to devote to it. Recommends having 1) Time 2) a project manager for both sides 3) IT guys involved (and gifts). Then test test test! To do it differently, have a detail of expectations of the program and the star res site manager.

Other programs: U of A, Seaboard. RDC, Banner. LC, Datatel/ in house. MHC, Campus view.

Others: eResLife, Simplicity, Kinetic

Project Management Course- Highly recommended by Jim Fowler. Contact him if you're interested. They have 1 or 2 per year and it's a 5 day course with PM1 certification.

Critical Res Campus incidents increase?

Overall it didn't seem like there was an increase in incidents, but a definite increase in intensity.

Medicine Hat had an incident last year where a resident pointed a gun at other students which could have ended as a fatality or worse. Best advice is to be prepared and have good supports in place.

Dima- U of A, had a shooting on campus in June. The planning and training was in place, especially with Res Life, crisis management knew what to do.

Randy M- Doesn't seem to be anything trending, but incidents seem to spike here and there. There is a current spike in threats and self harm. Critical Incident Stress Management CISM is so important.

Chris- U of A, advises to set up the roles of who is responsible for what. Everyone doesn't need to know everything. Need to determine who is giving what information and why.

Some institutions are critical of in house support since they don't work after hours. Outside agencies can be utilized in the bigger centers.

Spring AGM: to be hosted by Medicine Hat College

Adjournment: Motion to adjourn was made by Nancy and seconded by TJ. Meeting adjourned at 4:04

