# Housing Advisory Committee 2017-2018

November 24, 2017
Agenda

Attendance

Jen

Brandon

Ann-Majella

William

Garae

Justin – Traill

Shannon

Zachary

Cameron

Nikki

Lindy (representing Ashley)

Shaun

1. **Welcome & Introductions (Jen)**

**1:05 p.m.**

Jen called the meeting to order, welcoming all present to Housing Advisory Committee. Introductions were performed around the table. Reviewed purpose of the committee.

1. **Minutes from October 20, 2017 meeting**

**1:09 p.m.**

Motion: Approve the meeting minutes from October 20, 2017 meeting.

First – Ann-Majella M.

Seconder – Garae G

*Friendly Amendment: Ann-Majella Mckelvie’s name is spelt incorrectly in parts of the minutes*

In Favour – 7

Against – 0

Abstain – 0

1. **Proposed LLC (Cameron)**

**1:13 p.m.**

Jen introduced Cameron to the room. Cameron began a presentation with a question to see who had experience living in in a Living Learning Community (LLC). It was explained that LLCs are sections in residence where students live in shared interest or academic based communities

Cameron summarized the Living Learning Community purpose and application process.

Three academic-based LLCs

Six interest-based LLCs

Living Learning Community Report 2017-2020 established the LLC program’s goals for the next three years. These include:

* Increase staff and faculty engagement in LLCs
* Specific learning goals and outcomes aligned with the Residence Learning Model
* Increase the number of LLCs to 10 – two new academically-focused LLCs

Proposed Trent-Swansea Law Living Learning Community

* Designated for students in the Law-Arts or Law-Business dual degree programs.
* Access to out-of-class learning opportunities for the students.
* Working closely with the Dean of Arts and Science – Humanities
* Academic focus
* Residence Life Don – upper year student in the program

Ann-Majella – Where will the LLC be located?

Cameron explained that the housing department is working on determining locations for all the LLCs, college heads will be consulted

Jen then asked the group where they think it would fit?

Ann-Majella – LEC seems like it might be a good fit.

Brandon – GC because of the business program

William – move expressions to Traill, Law in LLC

1. **Residence Agreement Discussion (Shaun)**

**1:25 p.m.**

Jen introduced Shaun.

Goal is to get feedback on the Residence Agreement from the various present groups.

* Clarifying language around withdrawing from residence with a focus on rooms that have been reserved for someone who doesn’t show up
* Any new buildings will need to be added
* Dates change

It was stated that it is a challenge to make the agreement 100% clear. A question was asked to add a tool/video indicating the withdrawal process

Shaun explained current withdrawal process

 Refunds allotted based on waitlist and overtaken contracts.

 No refunds after Monday of the winter reading week.

Shaun the explained the refund and appeals process as well for Residence. Agreement revision is on a 5-year cycle, one more year to go after this one, only minimal changes made this year.

Discussed a model/visual diagram showing how money is used? A physical demonstration is more concrete than words.

Feel free to contact Shaun to discuss questions/concerns/offer suggestions.

1. **Fee Consultation (Jen & Nikki)**

**1:45 p.m.**

Jen and Nikki are starting to build the budget for next year. Jen summarized the process.

July, August, September, and a little bit of October housing had consultations to determine the best living situation on campus. Talked to 200 people, pages upon pages of feedback. Working on distilling the feedback into actionable steps. Common theme was facilities (also during our last meeting, viewable in the minutes, lots about carpeting, laundry, etc.). Currently sitting at $12 million of deferred maintenance but students also are looking for lounges, and private rooms, and kitchens, etc. Facilities renewal plan is a bit more aggressive than the past.

Brandon – Students are paying the same amount for different levels of amenities, they wonder why.

Niiki and Jen have been working on amenities based pricing for residence spaces

The group supported moving forward with aligning the fees and supporting a more aggressive maintenance plan and come with a budget that reflects that in January

**Motion:** Be it resolved that the housing advisory committee support that the housing budget move towards a more aggressive maintenance plan and the alignment of fees around amenities.

 **First** – Brandon R.

 **Seconder** – Ann-Majella

In favour: 6

Opposed: 0

Abstentions: 1

Last meeting Robyn Gundy came to discuss laundry. It was proposed that there would be a move away from pay per use laundry fees. Discussion around that housing budget would need to recover costs.

**Motion:** Motion to recommend for housing to pursue a self-operated laundry model.

**First** – Brandon

**Seconder** – Garae

In favour: 7

Opposed: 0

Abstentions: 0

1. **Residence Guidebook Discussion (Shaun)**

**2:04 p.m.**

Trent’s guidebook is one of the better ones in the industry. Nice introduction to our students. Lots of information within. Like the agreement, we like to receive feedback to see what should be changed/updated/etc.

Questions/Comments:

* Should the residence agreement be in the guidebook – Residence Agreement references the guidebook
* Students are emailed this twice before they move in and get it on their desk when they get here.
* Should the fire safety process have a section about smudging?
* Can we clarify sections of the residence agreement in the book?
* Suggestion about structuring the book based on the student lifecycle. Before you arrive through move out
* Pricing is always a factor for guidebook as the large it becomes the more costs that follow
* Shaun to connect with the College’s to talk about information the Colleges could add to the rooms on move in days – Maybe a flyer in the guidebook
1. **Gender Inclusive Housing Update (Shaun)**

**2:20 p.m.**

Group met last Friday to discuss initial steps. Talked a lot about language in use at the institution. Representatives from the students, TCSA, and housing. One thing noted was that there’s not a consistent gender inclusive language across Trent as of right now.

Will gender be asked on student application going forward? We will be considering how we can change the application going forward but are not at that step to give an answer that this time

Goal as a group was to get to a point where every option of housing we provide has a gender-neutral option.

Gender identity or a wish to not identify should not be considered an accommodation. Accept the students for who they are and give them the best experience possible. More discussion to be had, several meetings before next summer, will return with a report in March

1. **Meeting Dates (Jen)**

**2:28 p.m.**

* 1. January 26 from 1-3pm
	2. March 9 from 1-3pm
	3. April 6 from 1-3pm
	4. Any others at the request of the committee
1. **Other Business (Jen)**

**2:28 p.m.**

Shaun – We have been approached by a local vendor about potential new chairs. Shaun showed an example of wooden chairs that could be colour-coded and crested to the residence they’re in. Example chair was presented, designed to be tough to break.

Initial suggestion was to have chairs in student rooms, to be taken home at the end. This does not conform to Trent’s purchasing policy and the overall feedback from the meeting was that students would not enjoy the chairs. Perhaps chairs for sale at the bookstore, college offices, etc.

Was expressed by the group that students like cushions. If our current chairs work and are more cost effective, this would be seen as an expense that takes money from other priorities. Put the money towards more active community building and the renewal plan. Group agreed that Housing should not pursue these chairs as an option and should divert funds elsewhere.

1. **Adjourn (Jen)**

**2:39 p.m.**

**Motion to adjourn** - Garae

**Seconder –** Shannon

In favour: 7

Opposed: 0

Abstentions: 0