

ON CAMPUS HOUSING & DINING SERVICES

ADVISORY COMMITTEE MEETING

NOVEMBER 14, 2008

MINUTES # 1

MEMBERS PRESENT: MARK CUNNINGHAM, HDH DIRECTOR  
COSTA, BRENT - RA REPRESENTATIVE  
GUERRERO, REY - RESIDENT DEAN REPRESENTATIVE  
GUPTA, PREETIKA - SIXTH COLLEGE REPRESENTATIVE  
JELLISON, BRITTANY -  
JONES, ANITA - SECRETARY  
MURAKAMI, YUKI - ASSOCIATED STUDENTS REP/FOR CHRIS

WESTLING

RANA, RIZA - REVELLE REPRESENTATIVE  
TOLTON, DAVID - WARREN REPRESENTATIVE  
SASAKI, WINDI - RESIDENCE LIFE LIAISON

MEMBERS ABSENT: DEWINE, PAUL - CHAIR, COLLEGE DEAN  
ADLER, STEVEN - COLLEGE PROVOST  
VACANT - ERC REPRESENTATIVE  
KIM, STELLA - MUIR REPRESENTATIVE  
RAVI, DEEPAK - MARSHALL REPRESENTATIVE

The first meeting to discuss the 2009/2010 academic year Housing issues was brought to order by Mark Cunningham due to Paul DeWine's absence. Mark distributed the Advisory Committee Information binders to all representatives. The members present introduced themselves. Mark reminded the members that they represent a constituency of approximately 7400 Undergraduate residents. Due to the importance that all colleges be represented, Mark suggested that each member have a back up ready to attend and collect information to bring back to their college when selected representative is unable to make the meeting. Mark led the members through the Information Binder and explained the charge of the committee.

Mark distributed the initial list of topics that will create the agendas for the Advisory Committee. Listed below are a few of the high priority items. Primary responsibilities include preparation for the 2009/2010 Budget Review and Recommendations, Room Selection process, levels of services, dining program and sustainability, and additional tiered dining programs. In addition, for the first time in since 1982, the committee will discuss the raising of the Housing Activity Fee. At this time, \$9.00 per resident is distributed to each college of residence and \$2.00 "a head" to ICRA for a total of \$11.00 per person per academic year. The fee is fed

directly to Residential Life and ICRA for resident student programming. Also discussion regarding over view of current new construction will be imperative for many reasons including the anticipated cost impact of new construction and how these costs will affect the budget. A tour of North Campus Transfer Housing is a future agenda item. Year Round Housing options for second year residents are also part of this year's agenda. Mark welcomes members to submit agenda items several days before scheduled meeting. Mark will recreate the submitted "lists of topics" and prioritize the items by Quarter per Yuki's request.

The meeting was adjourned.

Anita Jones

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong

ON CAMPUS HOUSING & DINING SERVICES

ADVISORY COMMITTEE MEETING

NOVEMBER 21, 2008

MINUTES #2

MEMBERS PRESENT:        MARK CUNNINGHAM, HDH DIRECTOR  
DEWINE, PAUL – CHAIR, COLLEGE  
COSTA, BRENT – RA REPRESENTATIVE  
GUERRERO, REY – RESIDENT DEAN REPRESENTATIVE  
GUPTA, PREETIKA – SIXTH COLLEGE REPRESENTATIVE  
JELLISON, BRITTANY – ICRA REPRESENTATIVE  
JONES, ANITA – SECRETARY  
JONES, KADI - MUIR REPRESENTATIVE  
RANA, RIZA – REVELLE REPRESENTATIVE  
TOLTON, DAVID – WARREN REPRESENTATIVE  
SASAKI, WINDI – RESIDENCE LIFE LIASION  
WESTLING, CHRIS – ASSOCIATED STUDENTS

MEMBERS ABSENT: ADLER, STEVEN – COLLEGE PROVOST  
RAVI, DEEPAK – MARSHALL REPRESENTATIVE  
-    ERC REPRESENTATIVE

Paul DeWine began the meeting @ 11:30 by asking that all representatives introduce themselves. Paul requested the overview of Housing and Dining Operations continue and turned the meeting over to Mark Cunningham. Concerns from constituents regarding levels of services are of utmost importance to the Committee. Complaints regarding Mail Services and non-delivery during first week have brought criticism from parents who are sending gift boxes of sheets and other items to their students. Mark will invite Mail Services to one of the meetings to discuss this policy. Any on site problem should be reported to Customer Services. They have a comprehensive log document which processes all “trouble calls”. If a washer or dryer is not working, do not contact the vendor “Web”...put a call directly into Customer Service.

Mark continued by asking members/constituents to discuss the elimination or retention of organizational changes for the upcoming academic year 2009-2010. Items include the additional days added to the break schedule for 2008-2009 and All Campus Housing for 2009-2010.

Mark also challenges the Committee to bring up new ideas on “how to make 2<sup>nd</sup> year better”. Consider 12 month option and Dining Program and come back with constituent’s feedback. He also encouraged members to vote their own conscience. Mark supports members to “press” constituents gathering “things that bug you” list! Mark has found that the category most helpful when evaluated is those in “the middle”...those who feel the Housing Program is “just ok”...with interest and teamwork answers can be found to enhance their experience. There have been discussions regarding moving television services to an outside provider. (Looking at costs and proposals for the future). Black Boxes will be completely installed by 2011 (continues to be a budget line item).

Question time: Riza asked questions regarding “raw meat” sales. Mark is interested in a “Trader Joe” type renovation. Brent asked if El Mercado is being torn down...Mark is looking to re-model using a Trader Joe’s and/or Whole Foods style. Riza would like to invite the Dining Director, Steve Casad, to a Winter Quarter meeting hopefully in January to discuss the sale of meat. David spoke of cost differentials in Dining Restaurants. Mark responded by informing the members that each Dining Facility has a budget they must meet...however, Mark is aware and looking into student concerns. Riza wondered if there was a way to order things not on menus...Mark will investigate...but also advised members to attempt to do so on site. Preetika questioned remaining dining dollars. Mark stated that under usage goes to Housing Budget Reserves. David and Giovanni would like to see more bike racks made available around the Housing Buildings. Chris asked Mark for a Union update from AFSME...Mark responded that unfortunately at this time there was no headway. Brett was curious about the history of the TOBY bins. The TOBY bins were a suggestion, however the roll out was a bit late and the operation is not particularly conducive to a clean environment. Chris feels that all residents should be educated to return their own plates regardless of convenience...Rey added that incentives might be an interesting idea to explore.

The meeting was adjourned. Happy Thanksgiving to the all Advisory Committee Members!

Anita Jones

Cc: Resident Deans  
Members  
S. Relyea  
S. Wong

ON CAMPUS HOUSING & DINING SERVICES

ADVISORY COMMITTEE MEETING

DECEMBER 5, 2008

MINUTES #3

MEMBERS PRESENT:        MARK CUNNINGHAM, HDH DIRECTOR  
DEWINE, PAUL – CHAIR, COLLEGE  
COSTA, BRENT – RA REPRESENTATIVE  
DUBON, GIOVANNI - ERC REPRESENTATIVE  
GUERRERO, REY – RESIDENT DEAN REPRESENTATIVE  
GUPTA, PREETIKA – SIXTH COLLEGE REPRESENTATIVE  
JELLISON, BRITTANY – ICRA REPRESENTATIVE  
RANA, RIZA – REVELLE REPRESENTATIVE  
TOLTON, DAVID – WARREN REPRESENTATIVE  
SASAKI, WINDI – RESIDENCE LIFE LIASION  
WESTLING, CHRIS – ASSOCIATED STUDENTS  
BRYER, WENDY – GUEST, ICRA CO-CHAIR

MEMBERS ABSENT: ADLER, STEVEN – COLLEGE PROVOST  
JONES, ANITA – SECRETARY  
KADI - MUIR REPRESENTATIVE  
RAVI, DEEPAK – MARSHALL REPRESENTATIVE

Paul DeWine began the meeting @ 11:35 by asking that all representatives introduce themselves. Wendy Bryer was introduced to present about the Residential Activity Fee Referendum. Wendy distributed a hand out with information about the referendum. This is something that ICRA started looking in to last year when they realized that UCSD's fee is much lower than other schools and they were having difficulty planning high-quality events due to funding. Funds are received per resident and only residents pay. The increase would give more funding to ICRA and to the residence life office where the student lives. The fee hasn't been raised since at least 1980, which is the last record we have that the fee was still \$11. Vote has already started and goes until 12/9. As of 10:55am, a majority are voting against. This is upsetting because the additional funding will be helpful to those planning events for residents. Costs are dramatically higher now than they were in the 80's. ICRA will be hosting a Snow Day program for the college with the highest percentage of residents voting. The referendum needs at least 1092 people to vote on the referendum and a majority of those voting to vote in favor in order for the referendum to pass. Chris said that he understands the need to have a higher fee, and that AS's hasn't been raised since 1984. He asked if ICRA is a student-run

organization and if they had jurisdiction over their funds. Wendy said yes. All of the chairs, executive board, and representatives are students. The advisor is Windi, who is staff. ICRA works with the college residential councils and helps to fund all-campus programs for residents. Chris asked if funds are allocated by students. Wendy said yes. The representatives vote on funding requests. Mark added that Housing only distributes the funds and has no say in how they are used. Rey said that in residence life, funds go to RAs or HAs to do programs for their halls and for the college, residence councils get funds to do events, and some funds are used to support students attending leadership conferences and things like that. Brent asked if the fees at other UC campuses could be listed on the site. He thought perhaps that's why people are currently voting no. Wendy said they are not up now. There is a description of the fee and how it will be allocated. She has talked to residents about what events are planned and that students are paying for them. Paul asked what a Snow Day is. Wendy explained that they will bring in a snow machine and allow students to play in the snow. Mark said that HDH is just putting out the vote and has no stake in the result. All of the funds from the activity are given to Residence Life and to ICRA. The referendum was presented in the fall so as not to conflict with the AS referendum. Chris asked in 29% needed to be returned to aid. Wendy said no because this is different than the AS referendum. It is part of the housing fee and Financial Aid considers it when determining aid for students. She added that RAs and HAs can't vote in the referendum, and asked the students to encourage others to vote. Wendy left the meeting.

Mark said that he had three other items to bring forward. He distributed outlines and a copy of the current undergraduate housing contract. He said that the contract needs to be approved and legal. People can bring forth suggestions for changes. He only checks to make sure that everything will be legal.

The first item was regarding the Fall Opening Move-in Date. Move in has always been held on a Saturday. Dr. Rue and Dr. Fox noticed that move in day is hectic and crowded. We will need to move towards a multiple-day move in period. This will likely become necessary, and currently some colleges do a Fall Orientation. This year, we allowed limited numbers to move in early on Thursday and Friday for \$50/day, which was the price last year's advisory committee selected. 218 moved in one day early, and 69 moved in two days early. At that time, we had about 2000 residents on campus with RAs, HAs, student leaders, people attending orientations, and the like. Fall 2009 will have a High Holy Day on the typical Saturday move in day. We cannot discriminate against those who observe this holiday and need to allow people to observe it. Those observing the holiday will be accommodated and allowed to move in early. Also, as North Campus housing opens with 1060 beds, traffic at ERC and Marshall will be impacted.

Rey said that this impacted Residence Life preparation and training schedules for RAs and HAs. Things had to be finished earlier to prepare for move in. Overall, it went smoothly. Residence Life Offices were able to determine the numbers of people that were allowed to arrive at different times, which allowed it to be a

regulated process that was easier to manage. Brent added that as an RA it was doable. He needed to hurry to put up door decorations and make other preparations. He was also an orientation leader and needed to spend time at orientation and not with his residents. But he said overall that this is something that people would just need to get used to. Brittany asked how this worked at Sixth and Warren, since they do orientation in the fall. Paul said that it affects costs for orientation, since the cost of housing needs to be included in the fee. Rey said that there is an issue with getting all of the names of people who were coming early and being prepared for them. Different groups have needs and numbers of people moving in. It is a matter of having all of the names with enough time to prepare. Mark said that the process for early move ins was adjusted so that each college could arrange the number of people who were assigned to arrive at a specific time based on the needs of their offices. Brittany said that she was an OL but didn't see move in. Paul said that at Warren, the OLs were in the halls early and this went smoothly. There was an issue with getting the OLs in the halls to be with the students and then having them move after orientation to their assignment for the academic year. Mark said that this is a work load issue. He is not suggesting there be a change to allowing colleges to adjust arrival times based on their needs, but is looking for ways to soften the traffic load on Saturday. People were given assigned times and for the most part, people paid attention to them or were able to change their time to another one that suit them better. This is a service that allows people to pay extra to move in early. He doesn't want to change move in day to a weekday. The recommendation is to keep the fee the same and perhaps change early move in to Wednesday at noon since those observing the High Holy Day would need to be accommodated then anyway. David asked if there were no problems with doing this outside of the workload assumed by residence life. Mark said that he didn't see any but there is the potential that someone else would. He reiterated that this is a service that can be provided to students. David asked what a High Holy Day is. Mark said that it is typically either Rosh Hashanah or Yom Kippur during move in. Giovanni asked if Dining would be open early. Mark said that this led into the second item for review.

The current contract states that it starts on a day, but doesn't list a specific time. This makes it difficult to enforce a move in time since the contract has already started. He wrote 9 am on the outline since most colleges have started move in by that time. Having a time allows us to explain that people can't expect to move in earlier than that. Giovanni said that he logged into the website and saw his assigned time. He changed it to a time that suit him better, and moved in at that time. Rey said that Residence Life Offices were able to adjust the number of people assigned to each time at each office. They based it on history and when people typically came and had more slots available when people typically arrived. ERC did random assignments to time, but other colleges may have done that differently. Students could go online before a deadline and switch to an earlier time if they wanted. They printed out a check in sheet with their info which verified their time assignment. Few came early and there was little traffic. Paul said that Warren assigned times based on where people were living in the Residence Halls so that elevators would be

minimally impacted. Rey said that this year they also assigned people to a particular bed space so as not to give an advantage to the person who had the earliest move in time for the room. Brittany asked if there were complaints about this. Rey said no, that people were told this during orientation. People understood that it was an assignment process and that people could communicate any special needs they had if they couldn't be in a top bunk.

Mark said that currently the contract says that dining starts with "dinner," which could mean different things to different people. He is in favor of selecting a starting time. He picked noon so that people have time to pick up their ID card, which they need to use their dining plans. This is a service issue, and costs would be absorbed by Dining. He is hesitant to say anything about opening Dining earlier. If all facilities are open, they will need staffing which is an extra cost. But the time can change. Giovanni said that noon is a good time because people will be hungry for lunch. Since dining was closed, they had to go off-campus for lunch. Mark said that he heard that from parents. The Price Center was the only thing open and because of the crowds there, that wasn't an attractive option. Brittany asked if dining was to open earlier, if orientations would be impacted. Mark said that colleges are allowed to determine who dining will work for the facilities, or if they will use catering or something else instead. Brittany asked if only some of the dining halls could be opened early. Mark said yes, but it depends on which ones and if payment would be cash or card. Paul said that at Warren, they need to fee their orientation participants. The parents don't fit into Canyon Vista and they use the Price Center for dining also. Mark said if everything was open, it would cost a lot. Paul said that if the contract started on Wednesday, it would cut the costs of orientation. Mark said that it would impact housing costs, since everyone would pay starting that day. Two colleges would be happy with that. RA and HA trainings would need to be earlier. He's not sure how many people would come earlier because travel would seem to be more popular on Saturday, and the other four colleges would likely need to do programming. Windi said that there could be a culture shift to moving in during the week and so more people would be on campus. Rey said that he saw this as a disadvantage to students who don't move in earlier but need to pay to accommodate others moving in early. He saw no problem to open dining earlier if they were paying cash or Triton cash. Mark said that when the Director of Dining comes in, he will probably say to open the market-style places with cash or limited service. Paul asked what if there was a situation where it didn't come as a disadvantage. He said that maybe dining dollars would be the same, but those attending orientation would just start using theirs earlier. Rey said that it will effect work load. People would come in earlier, and the offices would need to be ready earlier. Mark said that all students would need to pay the daily rate for three more days. Windi said that those attending a June orientation would be paying more since they would be paying for housing and dining when they attend orientation in June and fees for orientation in September wouldn't include this fee. Brent said that people would be coming just to hand out. And orientations might have to do hiring differently. David asked if just the dining contract could start early. Mark said he didn't know. Rey said that would still benefit only two colleges. Students at the four

colleges pay for food and such in June and students at the other two won't if they can start using their meal plan. Mark asked if there were thoughts about if they liked these options. Paul said he would like everyone to go back to their constituencies to get feedback. Rey asked if dining could open at 9 am. Mark said he just picked a time, but he was concerned that people wouldn't have their card. Rey said they got it when they checked in. Brent said that it looked like it would be a good idea because people wanted to get coffee in the morning.

Paul announced that meetings will be at the same time and place next quarter. Mark asked if there were any other questions.

David asked why there aren't regular chips in Earl's Place. There are only kettle chips. Mark said that they got a good deal on kettle chips, but he will check in to why there aren't other chips there.

Giovanni asked why there isn't Coke in dining. Mark said that it is contracted out for bid for the lowest price. Pepsi won the bid. This means all of the soda machines need to be Pepsi and that only a minimal number of other soda products can be sold.

Paul wanted to get the minutes from the last meeting approved. Chris said that AFSCME was spelled wrong, and Giovanni said that he was present at the last meeting but the minutes said he was absent. The amended minutes were approved.

Chris asked if Mark had talked to Catering about using Starbucks. Mark said no, and made a note to do so. Chris asked when the bid goes out for the coffee carts. He said that students had talked to Krista Francis about being on the committee. Mark said probably in January. A call for placement for additional carts will also go out.

Preetika said that she heard that there will be a drop in the number of freshmen next year. She asked how this will impact housing. Mark said that the Admission Committee talked about that. All of the UCs are over-enrolled and all of the campuses said that they cannot take any more students. All of the campuses are recommending a decrease. This will effect the campus and housing over the course of years. The notion is to decrease the number of freshmen and increase the number of transfer students. The idea is that the raise would be for TAG, and that grad students would stay steady. A decision about the numbers accepted will be made shortly. In regards to the impact on housing, demand will always be high but the issue will be about what type of housing is available. It may mean freshmen won't have to live at the other colleges, but a problem will remain if spaces in the Revelle Fleets remain open, for example. The university may also choose to accept more international and out-of-state students. But this may mean that more spaces will be available to continuing students. Those spaces may be available only at the Revelle Fleets.

The meeting was adjourned at 1:00pm.

Windi Sasaki

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong

ON CAMPUS HOUSING, DINING & HOSPITALITY SERVICES

ADVISORY COMMITTEE MEETING

JANUARY 9, 2009

MINUTES #4

|                  |                    |                              |
|------------------|--------------------|------------------------------|
| MEMBERS PRESENT: | DEWINE, PAUL –     | CHAIR, COLLEGE DEAN          |
|                  | CUNNINGHAM, MARK   | HDH DIRECTOR                 |
|                  | ADLER, STEVEN      | COLLEGE PROVOST              |
| REPRESENTATIVE   |                    |                              |
|                  | COSTA, BRENT       | RESIDENT @ LARGE             |
|                  | DEGUZMAN, ANDREW   | MARSHALL REP (WINTER)        |
|                  | FRANCIS, KRISTA    | HDH SUSTAINABILITY           |
|                  | GUERRERO, REY      | RESIDENT DEAN REPRESENTATIVE |
|                  | GUPTA, PREETIKA    | SIXTH COLLEGE REPRESENTATIVE |
|                  | JELLISON, BRITTANY | ICRA REPRESENTATIVE          |
|                  | JONES, ANITA       | SECRETARY                    |
|                  | KIM, STELLA        | MUIR REPRESENTATIVE          |
|                  | LAM, KATIE         | SCERC J-BOARD                |
|                  | RANA, RIZA         | REVELLE REPRESENTATIVE       |
|                  | SASAKI, WINDI      | RESIDENCE LIFE LIASION       |
|                  | TOLTON, DAVID      | WARREN REPRESENTATIVE        |
|                  | WESTLING, CHRIS    | UG ASSOC STDT REPRESENTATIVE |

Minutes for the December 5, 2008 meeting were read and approved with the exception of Windi's misspelled name.

Paul asked all the members to introduce themselves at this first meeting of winter quarter. Mark gave a short overview of the Committee's charge to the new members. Mark returned to the "Contract Dates" agenda item from last quarter. Issues included the Early Move In program allowing all incoming residents to move in on Thursday and/or Friday before the Fall Quarter opening on Saturday. One new item on the agenda is to expand early move in by adding Wednesday specifically for those residents participating in High Holy Days. Early Move In was initiated Fall, 2008 and it proved quite successful. The new plan eliminated some of the congestion experienced when Saturday was the only designated move in day. Early move-in participants pay \$50 per day. Rey Guerrero spoke on behalf of the Residence Life Staff by stating that making reservations for early move in was extremely helpful. However, scheduling should not begin previous to 9 a.m. as it is too much pressure on the Residential Staff.

Mark discussed the next item addressing the historical phrase "Contract meals begin with dinner". Mark stated that "dinner" is a bit vague. For example, it would be best to set an actual time i.e. Noon. Rey questioned whether Winter and Spring should also state Noon if it is approved for Fall, 2009. The secretary was asked to

review 2008/2009 calendar to confirm Winter and Spring “contract meals” begin on Sunday unlike Fall’s Saturday.

Mark distributed an e-mail from Scott Gustafson, Police Department Sgt, reported that the Saturday and Sunday was very slow and the extended Monday added to Fall 2008 Quarter’s break was very uneventful as most Residence Hall students had left for break.

Rey, speaking on behalf of the Residential Life Staff, views a late stay until Monday a strain on RA/HA and fellow staff members. He asked the Committee to consider a Sunday afternoon or evening extension for Fall and Winter breaks. Brittany appreciated the extra time. Paul asked for a member consensus. Most members felt that Monday may not be a necessary part of the extension to Fall and Winter breaks but will bring matter to their constituents.

Mark asked the secretary to speak with Sabrina Wong, Associate Director of HDH Administrative Services, to coordinate with Admissions/Registrar’s staff for housing break schedule to be incorporated into the main UC Calendar.

Windi Sasaki informed the members that Community Coordinators will be needed for “The Village” @ Torrey Pines - Transfer Housing. Rey asked why the title had been changed from RA/HA used in the other six colleges. Windi will research. Applications for employment are on line now. Contact Windi with any questions. There is still a question whether the Towers will be completed by Fall. Updated information will be available through Mark in our scheduled meetings.

Krista spoke at length regarding the Sustainability Program. Informational meeting regarding Peets Fair Trade Coffee will be held at Plaza Café between 8:30 – 9:30 on Tuesday, January 13th. For those unfamiliar with Fair Trade Krista gave an overview of the term.

- Paying farmers a living wage for their harvest.
- Creating direct trade links to farmers and their cooperatives.
- Providing access to affordable credit, helping farmers stay out of debt to local middlemen.
- Promoting sustainable practices, such as organic and shade-grown farming, that help protect the environment

Krista described Green Grants. She will send the appropriate Website link to the members to spread the word to all constituents. Essentially, GREEN Grants/FUNDS are a portion of Housing • Dining • Hospitality’s (HDH) budget which will be made available to the residents and staff of UC San Diego’s Housing and Dining operations for use in furthering and maintaining SUSTAINABILITY projects and efforts. At this time 6 proposals have been presented, 5 were granted.

Krista will be hiring 3 students who will work with her on sustainability projects. These 3 students will be offered room and board for the term of their commitment.

It is Krista's goal to recruit primarily from the freshmen pool. The position will be advertized after freshmen submit their housing contracts.

Chris Westling asked Krista to look into the current contract with Starbucks to find out when it expires. Krista will check into this matter. Chris stated that PERKS is all Fair Trade. Krista would like UC San Diego to get involved in recycle mania primarily because of the positive outcome but also to raise their number 3 standing in California. Competition will take place between January 18 – March 28<sup>th</sup>. Katie suggested collecting empty water containers, turning them into recycle centers and donating the money to the Sustainability Program.

Paul asked that "evaluating" Resident Life, Custodial and Maintenance Staff be added to the Winter Quarter Agenda. Chris felt that students should take more responsibility for their home environment and Katie asked that more Trash Cans be provided.

The meeting was adjourned

Anita Jones

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong

ON CAMPUS HOUSING, DINING & HOSPITALITY SERVICES

ADVISORY COMMITTEE MEETING

JANUARY 16, 2009

MINUTES #5

|                  |                    |                                |
|------------------|--------------------|--------------------------------|
| MEMBERS PRESENT: | DEWINE, PAUL       | CHAIR, COLLEGE DEAN            |
|                  | CUNNINGHAM, MARK   | HDH DIRECTOR                   |
|                  | ADLER, STEVEN      | COLLEGE PROVOST REPRESENTATIVE |
|                  | COSTA, BRENT       | RESIDENT @ LARGE               |
|                  | DEGUZMAN, ANDREW   | MARSHALL REP (WINTER)          |
|                  | GUERRERO, REY      | RESIDENT DEAN REPRESENTATIVE   |
|                  | GUPTA, PREETIKA    | SIXTH COLLEGE REPRESENTATIVE   |
|                  | JELLISON, BRITTANY | ICRA REPRESENTATIVE            |
|                  | JONES, ANITA       | SECRETARY                      |
|                  | KIM, STELLA        | MUIR REPRESENTATIVE            |
|                  | LAM, KATIE         | SCERC J-BOARD                  |
|                  | RANA, RIZA         | REVELLE REPRESENTATIVE         |
|                  | SASAKI, WINDI      | RESIDENCE LIFE LIASION         |
|                  | TOLTON, DAVID      | WARREN REPRESENTATIVE          |
|                  | WESTLING, CHRIS    | UG ASSOC STDT REPRESENTATIVE   |
| GUEST:           | CASAD, STEVE       | DIRECTOR, DINING SERVICES      |

Minutes for the January 9<sup>th</sup> meeting were read and approved, and also described as “perfect” by David Tolton! Paul began the meeting with introductions and immediately focused on the agenda.. The preliminary goal for today’s meeting was to vote on Contractual items to be incorporated in the 2009/2010 Housing Contract.

- The decision to begin the Housing Contract in Fall with Residential facilities opening Saturday Noon was unanimously approved.
- Dining to begin Saturday Noon, unanimously approved. This vote eliminated the historical “dinner” description.
- Continue 2008/2009 recommendation to extend Early Move-in for a Fee Option – Thursday/Friday for a fee. Unanimously approved
- Maintain the current per day charge of \$50 for Early Move in Option. Unanimously approved. Financial distribution will remain the same for Residential Life Offices.
- On a case by case basis, HDH recommended Early Move In extension for Wednesday Noon specifically to observe Jewish High Holy Day. Limited numbers. The committee unanimously approved.
- Winter and Spring – HDH recommendation for move in on Saturday Noon. Unanimously approved.
- Winter and Spring – HDH recommendation for Dining to begin on Sunday @ Noon was unanimously approved. Decision based on few numbers of students returning on Saturday for Winter and Spring.
- Vote whether to eliminate Monday move out extension for Residence Halls at the end of Fall and Winter. 2 Opposed while 10 approved elimination. Monday following closure at the end of Fall and Winter Quarter will no longer be offered in the Housing Contract for 2009/10.
- Vote to change Fall and Winter move out time and date to Sunday, 4pm. 2 opposed/10 approved. Change will be reflected in the Housing Contract Calendar.

Mark introduced Steve Casad, Director of Dining Services to the Committee. Mark is aware that Dining draws the most interest from residents. Steve is very interested in making positive changes to the Dining Program and began those changes upon his arrival. Steve described his professional background which clearly exhibits a high focus on Business experience which he brings to the University Dining Program. Steve's most substantial need is "student input" which is hard to get. Students are strongly advised to speak with the Managers of their Dining Facilities. Steve began with a 3 year plan to make all facilities cost "equal". This has been quite an undertaking since each one was historically working within an individual budget for so many years. RA's require updates and information regarding new changes taking place within the program. Dietician and Culinary Chef are a great source of instruction to Dining employees when it comes to nutritional value. Steve is also striving for 100% Sustainability – however demand is great than supply. He is aware that pricing took a big leap this year; however Steve reminded the members that cost was dormant for the previous 3 years and that pricing should level out by next year. Katie would like to see a Blog on the Dining Website. Mark is already looking into that form of communication. Discussion regarding the 2009/2010 Dining may include a FLEX plan to be discussed next week. Dining is the largest financial component of the Housing Program which calls for a high level of information when reviewing the Housing Budget.

Brittany asked about dining for the New Transfer Student project "The Village". Mark stated that Café Ventanas will be the most convenient location and Phase I will also have a market. Katie would like to see Café V extend to late night hours. Mark described the cost of shift differentials especially when dining facilities open @ 7 with possible midnight/1 a.m. closing. Mark understands the desire and will continue to re-think this issue without incurring huge increases. Chris brought up many items of interest associated with sustainability i.e. plumbing retrofitting, stainless steel water bottles, Rice and Sugar/Fair Trade and the sale of red meat. Andre, employee of OVT, expressed concern regarding customer service, variety and cost. Steve will speak with OVT Manager. Riza is interested in the availability of raw meat...Steve has been looking into frozen meat. He finds it to be safer and more cost effective with less waste. Preetika asked about Foodworx renovation. Mark will bring the "model" to the next meeting. The project may be completed by Summer 2010. Lastly, Rey inquired about any updates on Toby's Bins. Steve stated that all the carts have arrived which will allow more area to be covered. Also, trash cans will be available to scrape food and located by the carts. Steve plans on more frequent "pick-ups".

The meeting was adjourned.

Anita Jones

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong

ON CAMPUS HOUSING, DINING & HOSPITALITY SERVICES

ADVISORY COMMITTEE MEETING

JANUARY 23, 2009

MINUTES #6

|                  |                    |                                |
|------------------|--------------------|--------------------------------|
| MEMBERS PRESENT: | DEWINE, PAUL       | CHAIR, COLLEGE DEAN            |
|                  | CUNNINGHAM, MARK   | HDH DIRECTOR                   |
|                  | ADLER, STEVEN      | COLLEGE PROVOST REPRESENTATIVE |
|                  | COSTA, BRENT       | RESIDENT @ LARGE               |
|                  | DEGUZMAN, ANDREW   | MARSHALL REP (WINTER)          |
|                  | GUERRERO, REY      | RESIDENT DEAN REPRESENTATIVE   |
|                  | GUPTA, PREETIKA    | SIXTH COLLEGE REPRESENTATIVE   |
|                  | JELLISON, BRITTANY | ICRA REPRESENTATIVE            |
|                  | JONES, ANITA       | SECRETARY                      |
|                  | KIM, STELLA        | MUIR REPRESENTATIVE            |
|                  | LAM, KATIE         | SCERC J-BOARD                  |
|                  | RANA, RIZA         | REVELLE REPRESENTATIVE         |
|                  | SASAKI, WINDI      | RESIDENCE LIFE LIASION         |
|                  | TOLTON, DAVID      | WARREN REPRESENTATIVE          |
|                  | WESTLING, CHRIS    | UG ASSOC STDT REPRESENTATIVE   |
| GUEST:           | CASAD, STEVE       | DIRECTOR, DINING SERVICES      |

Minutes for the January 16, 2009 meeting were read and approved. Steve Casad, Dining Services Director and Cindy Laurence brought in a power point presentation regarding an outline of the Dining Program and concepts for budgetary consideration for 2009/2010 Academic year. All members were sent an e-mail of this presentation.

Questions were brought forth by all the student members regarding the future recommendations and the Concept mixing Dining Dollars and FLEX PLAN dollars for each Residence Hall and Apartment Resident for next year's Housing Contract. Rey suggested that a Question/Answer flyer be provided for the members to poll their constituents based on the minutes. The "Flyer" was e-mailed to all members on Tuesday, January 27, 2009. Correction sent Wednesday, January 28<sup>th</sup>.

Katie asked if the FLEX dollars might be used for Laundry in the washers and dryers. Mark will check into this matter.

Due to the Power Point Presentation and the Dining Plan Proposal Question & Answer attachments sent to all Committee Members are condensed.

Mark asked that all members discuss the Dining proposals with their constituents and be prepared to give a consensus regarding the FLEX plan. The meeting was adjourned.

Anita Jones

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong

ON CAMPUS HOUSING, DINING & HOSPITALITY SERVICES  
ADVISORY COMMITTEE MEETING  
FEBRUARY 2, 2009  
MINUTES #7

|                  |                    |                                |
|------------------|--------------------|--------------------------------|
| MEMBERS PRESENT: | DEWINE, PAUL       | CHAIR, COLLEGE DEAN            |
|                  | CUNNINGHAM, MARK   | HDH DIRECTOR                   |
|                  | ADLER, STEVEN      | COLLEGE PROVOST REPRESENTATIVE |
|                  | COSTA, BRENT       | RESIDENT @ LARGE               |
|                  | DEGUZMAN, ANDREW   | MARSHALL REP (WINTER)          |
|                  | GUERRERO, REY      | RESIDENT DEAN REPRESENTATIVE   |
|                  | GUPTA, PREETIKA    | SIXTH COLLEGE REPRESENTATIVE   |
|                  | JELLISON, BRITTANY | ICRA REPRESENTATIVE            |
|                  | JONES, ANITA       | SECRETARY                      |
|                  | KIM, STELLA        | MUIR REPRESENTATIVE            |
|                  | LAM, KATIE         | SCERC J-BOARD                  |
|                  | RANA, RIZA         | REVELLE REPRESENTATIVE         |
|                  | SASAKI, WINDI      | RESIDENCE LIFE LIASION         |
|                  | TOLTON, DAVID      | WARREN REPRESENTATIVE          |
|                  | WESTLING, CHRIS    | UG ASSOC STDT REPRESENTATIVE   |
| GUESTS:          | CASAD, STEVE       | DIRECTOR, DINING SERVICES      |
|                  | THOMPSON, STEVE    | MAINTANANCE                    |
|                  | WADELL, JEFF       | SENIOR CUSTODIAN               |
|                  | ANDERS, EMMA       | MCC                            |
|                  | SALAZAR, STEPHANO  | MCC                            |
|                  | SONGER, KAILEY     | MCC                            |

Minutes for the January 23, 2009 meeting were read and approved. After introductions, Chris asked that a straw poll be taken regarding stainless steel rather than China. Mark suggested a partnership with the cost if the vote was ultimately passed. Chris will present the idea to June Reyes, Chair for the Undergraduate Association.

Students from Muir College Council attended this meeting wishing to give their input on dining plan decisions for 2009/2010.

The Flex Dollars concept added \$300 to the Residence Hall and \$500 to the Apartment Dining Plan. David's constituents felt that the FLEX portion of the Dining Plan concept was a bad idea. Katie stated that a straw poll was taken at CERC showing the majority against FLEX dollars.

Paul asked for a straw poll. The question was recorded as "All those in Favor of the Flex Plan concept" brought a vote of 2 in favor, 6 opposed. The Flex Dollar concept was eliminated.

Kaily, MCC stated increased dining dollars may not be the only solution. If necessary, increasing food items gives the resident/student more control when choosing "not to purchase". Riza asked how many apartment residents versus Res Halls exist in the program now. Steve Casad stated 50/50 with "The Village" (new Transfer Housing) tipping the historical average. After some discussion regarding "El Mercado" Kaily requested that important Housing Program issues should be more "information" than "speculation." Steve was surprised at this concern as there are 2 Muir Students on the committee and there is always an open line of communication with Mark or any Dining Manager.

Chris began mathematically posting the percentage increases that have taken place since 2005/2006. Rey added that this committee felt it necessary to increase from the one rate \$1800 Dining Plan to the \$2100 one rate plan due to the number of Additional Dining Dollars purchased specifically for Residence Hall students. In addition, buying power slowly decreased as food cost increased. While

Chris was exhibiting his formula of annual increase, Steve reminded him that we are looking at a 30% increase on many food items based on the economy. Last year, the committee voted for a tiered Dining Plan and perhaps, Steve stated, the committee may be searching for a middle ground between the Apartments and the Residence Halls. Katie spoke of high prices especially with drinks. She would also suggest less variety to save money. Steve reminded the committee that our program cannot compete with Ralphs or any of the other chains and in addition "variety" is requested by customers. In fact, complaints are initiated due to lack of variety. Chris asked if the Union increase was factored in last year budget. Mark responded in the affirmative which will assist in the retroactive pay. Future increases will be seen in the 2009/2010 budget line item. David and his constituents appreciate the tiered dining plan although an increase in rates is never popular. Muir Council is not opposed to the tiered Dining Plan.

Paul requested a straw poll "All those in favor of a One Tiered Dining Program" – unanimously defeated. "All those in favor of the two tiered program" – unanimously approved. Apartment residents will be able to buy up to the Residence Hall tier and the \$3270. Paul asked for another straw vote "All those in favor of the \$60 Dining Dollar increase" resulted in 9 in favor and 2 opposed.

Chris exhibited strong feeling regarding any increase while Mark reminded him of all the renovations and building plus cost increases across the board that are now taking place. Brett expressed concern that the two tiers are not bringing in enough money to support the Dining Facilities. Rey requested current stats on the Buy Up Program made available in September, 2008 and any prediction on Dining Dollar over usage that might signify how many residents may need to purchase Triton Cash to make it through June 13, 2009. Riza would prefer all the Dining Increase be added to the apartment plan. Mark will bring a model of increases based on student input to next week's meeting.

Chris Westling protested the "format" used by the committee. He would prefer putting into motion "formal parliamentary procedure" as opposed to an informal question/answer discussion initiated by student and staff members. Paul responded by stating that formal parliamentary procedures would not be a positive choice given the historical set up of this committee. Steve Thompson and Jeff Wadell will be returning guests for next week's meeting.

The meeting was adjourned.

Anita Jones

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong

ON CAMPUS HOUSING, DINING & HOSPITALITY SERVICES  
ADVISORY COMMITTEE MEETING  
FEBRUARY 9, 2009  
MINUTES #8

|                  |                    |                                |
|------------------|--------------------|--------------------------------|
| MEMBERS PRESENT: | DEWINE, PAUL       | CHAIR, COLLEGE DEAN            |
|                  | CUNNINGHAM, MARK   | HDH DIRECTOR                   |
|                  | COSTA, BRENT       | RESIDENT @ LARGE               |
|                  | DEGUZMAN, ANDREW   | MARSHALL REP (WINTER)          |
|                  | GUPTA, PREETIKA    | SIXTH COLLEGE REPRESENTATIVE   |
|                  | JELLISON, BRITTANY | ICRA REPRESENTATIVE            |
|                  | JONES, ANITA       | SECRETARY                      |
|                  | KIM, STELLA        | MUIR REPRESENTATIVE            |
|                  | LAM, KATIE         | SCERC J-BOARD                  |
|                  | RANA, RIZA         | REVELLE REPRESENTATIVE         |
|                  | TOLTON, DAVID      | WARREN REPRESENTATIVE          |
|                  | WESTLING, CHRIS    | UG ASSOC STDT REPRESENTATIVE   |
| MEMBERS ABSENT:  | ADLER, STEVEN      | COLLEGE PROVOST REPRESENTATIVE |
|                  | GUERRERO, REY      | RESIDENT DEAN REPRESENTATIVE   |
|                  | SASAKI, WINDI      | RESIDENCE LIFE LIASION         |
|                  | TOLTON, DAVID      | WARREN REPRESENTATIVE          |

Paul DeWine apologized to Chris for the response given when Chris protested the format used by the Committee. Paul wishes all members to understand that his goal was and has always been to allow for open communication and mutual respect when making suggestions. Chris accepted and appreciated the statement. Brittany wants to experience more communication/discussion between the student members rather than student to the Staff Administration.

The Dining Plan Program dollar increase continued. After last week's meeting, Preetika understood that Financial Aid is not determined by layered dining plan but rather the lowest of layers, so she was fine with the layers now on the table for 2009/10. Mark asked Chris Westling to speak with Associated Students Chair regarding their commitment to contribute to Stainless Steel while the preliminary budget is being prepared. Chris asked about the Budgetary Time Line. Mark stated that Friday, February 13<sup>th</sup> members will finalize the Dining portion of the Budget, finalize the Multi-College Housing Program Option for 2009/10 and discuss Year Round Housing Plan Option. February 27<sup>th</sup> Mark hopes to review the 2008/2009 Budget in order to assist members with budgetary terms and amounts in preparation for March 6<sup>th</sup> when the 2009/2010 budget "hopefully" will be presented to the committee. The committee would need to be prepared to vote on the budget no later than the March 13<sup>th</sup> Advisory Committee Meeting. The following week is finals week and the committee does not meet.

Brittany hopes to see Residents Buy Up to increase financial intake. It is important to understand that Buy Up cannot be considered when preparing for the budget because Mark would have no way of telling how many residents will make that option. Mark hopes that all members understand that an increase is essential. Brittany would prefer that there is little to no increase associated with the cost of food items. Stella would prefer seeing the \$650 gap differential reduce between Apartment and Residence Hall Dining Plans. This would require raising the Apartment Dining Dollars and lessening the Residence Hall Dining Plan. Riza agreed while Preetika thought that the One Rate Dining Plan may be the way to go. Paul reminded Preetika that a straw poll had revealed that the committee was in favor of a tiered Dining Plan. Preetika felt then that the Apartments should be increased rather than Residence Hall Dining Plan.

Paul requested a straw poll: All in favor for decreasing Residence Hall Dining Plan – 6 in favor/1 opposed/0 abstained. Andrew wants first time freshmen to have the dining plan offered now

because they may not be aware of budgeting etc and in addition, he feels that the differences in Dining Plans between the Apartments and Residence Halls should be obvious.

Brittany would like to see Additional Dining Dollars returned. The Additional Dining Dollars is still part of the Dining Plan and offers \$10 for every \$100 purchased. The secretary made an error when informing the Committee that this plan was phased out and now part of the Triton Cash Program. (Members were sent a clarification by e-mail). Marciano, sitting in for Rey Guerrero, reminded the members how often students express interest in eating in locations that are not Housing facilities just for a change. Brittany asked Mark to bring a sample of what would occur to the Dining Program if the increase was adjusted to \$30. What service(s) would have to be eliminated? Andrew appreciated the Program as it stands...and if a \$60 Dining Plan increase can secure this program then he would prefer the increase.

Paul asked that a straw poll be taken: All in Favor of a \$30 increase – 7 Yes, 1 opposed. Andrew asked if Food Cost were going up...Mark confirmed with a Yes. Mark again established that the \$60 or \$30 increase we have been discussing is for the Dining portion of the Housing Contract ONLY. Remember, there are several budgetary increases associated with the Room.

Stella wanted a clarification to the issue of El Mercado. Will it be returning to Muir? Mark explained that the actual building remains at Muir but is undergoing renovations. It was the Dining cuisine that moved to Marshall. Yes, El Mercado is under renovation but when completed the cuisine may be a bit different.

Preetika asked “budget wise” what does the Dining Dollar portion of the Housing Contract Pay? Mark assured her that all the information will be available in the 2009/2010 Housing/Dining/Hospitality Budget. Mark will bring the Dining Plan Option package for final vote to next week’s meeting.

Mark introduced Jeff Wadell to the Committee Members. Jeff requested a question/answer forum. Andrew asked about the Custodial Training Program. Jeff described the program as six to eight months under supervision which includes instructional video programs. Levels include custodian trainee, lead trainer and supervisor. Employees/trainees are instructed regarding “green issues” during training and/or breaks. Andrew was interested in the policy regarding response time. Jeff stated that priority begins with Safety First. Average request is completed within 24 hours of receipt depending on how many work orders are in line. Marciano reminded the members that students may feel that another student has contacted the Help Desk. He said it is very important that no more than 3 days be allowed to pass before solution is accomplished. Most of the time, research has shown that resident never made the call or followed up on a the concern. Customer Help Desk has a very comprehensive logging system that documents every trouble call that is called in. Brittany had positive input for both Custodial and Maintenance response. Chris suggested guidance to all incoming residents to make sure all items are picked up in the Bathrooms in preparation for custodial clean up day. Stella is also very impressed with staff and their desire to go “above and beyond” when performing their duties.

Mark asked the members to be prepared to vote on whether to continue the Multi College Housing Program. (Attachment was included in separate e-mail). Warren College hosts this program which allows same gender students, registered in different colleges, to live together. Brittany will solicit information from a friend who participated in the Program this year. Another agenda item will be to discuss the interest in a Year Round Housing Program.

The Minutes for the January 30, 2009 meeting were read and approved.

Anita Jones

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong  
S. Casad  
J. Wadell  
S. Thompson



methods are just a few areas that the Dining Program is targeting. Pat felt, looking at the big picture, residents would be able to handle the \$60 increase with confidence in the Dining Program knowing positive efforts towards excellence would continue.

Paul requested a Straw Poll again stating "All in Favor of \$30 Dining Plan increase across the Board – 5, All in Favor of \$60 Dining Plan increase across the Board – 5. Tie Straw Vote – Paul suggested a compromise of \$45 across the Board and the Committee agreed. Now the issue of lowering the residence halls and increasing the Apartments began. Much discussion took place as to the pros and cons of Apartment residents taking all or a greater portion of the increase onto their dining plan. Windi contributed that the Dining Plan is part of the Financial Aid formula. Stella is still concerned with overall Dining Plan Gap. Brittany suggested equal allocation for this year to see how TMAC improves Apartment dining dollar usage. Pat suggested better advertizing for the Buy Up Program. Mark agreed. Andrew stated that personal budgeting is the responsibility of all second year residents, whereas first time freshmen are unaware until well into the 2<sup>nd</sup> quarter. Official Vote "All in favor of a \$45 Dining Dollar increase for all residents" 9 Approved, 0 opposed and 1 abstention. The official Dining Plan for the Apartments will be \$2145 and for the Residence Halls is \$2795.

Mark continued by asking all members to approach their constituents regarding feedback surrounding the Multi College Program. Historically, the program was titled All Campus and hosted primarily @ Warren College. This program allows students from different colleges of registration to live together as long as they are from multiple colleges. The program has offered anywhere from 80 to 100 spaces. Historically, the program seems to have a higher participation when hosted at Sixth because of the single room option. Although it is not clear where it would be hosted in 2009/2010 the issue in front of the Committee is ARE STUDENTS STILL INTERESTED in the premise. Please be prepared to bring feedback for a vote next Friday.

Mark presented the topic of possible guaranteed housing for students in Leadership positions. Mark will distribute the concept for next week's meeting. This would be a limited program. Mark has hoped to see student leaders who no longer have a guaranteed housing be allowed to participate and bring their experience and expertise to the Housing Program. Looking towards the future, Mark's goal is to broaden a "mentoring pool" presence to our residents.

Next's week's agenda will include Multi-Campus and Student Leaders Housing Option decisions. The meeting was adjourned.

Anita Jones

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong  
S. Casad

ON CAMPUS HOUSING, DINING & HOSPITALITY SERVICES  
ADVISORY COMMITTEE MEETING  
FEBRUARY 20, 2009  
MINUTES #10

MEMBERS PRESENT: DEWINE, PAUL CHAIR, COLLEGE DEAN  
CUNNINGHAM, MARK HDH DIRECTOR  
COSTA, BRENT RESIDENT @ LARGE  
DANYLYSHYN-ADAMS, PAT STANDING IN FOR REY GUERRERO/RESIDENT

DEAN

DEGUZMAN, ANDREW MARSHALL REP (WINTER)  
GUPTA, PREETIKA SIXTH COLLEGE REPRESENTATIVE  
JELLISON, BRITTANY ICRA REPRESENTATIVE  
JONES, ANITA SECRETARY  
KIM, STELLA MUIR REPRESENTATIVE  
LAM, KATIE SCERC J-BOARD  
RANA, RIZA REVELLE REPRESENTATIVE  
SASAKI, WINDI RESIDENCE LIFE LIASION  
TOLTON, DAVID WARREN REPRESENTATIVE  
WESTLING, CHRIS UG ASSOC STDT REPRESENTATIVE

MEMBER ABSENT: COSTA, BRENT RESIDENT @ LARGE

The first item on the agenda was the Multi Housing (aka All Campus) Program. Mark described the history of the program while Pat stated that she was already receiving requests for deadline dates and college information on the subject of this special program. Mark reminded the committee that Stacy Travis will be invited as a guest to describe the overall Room Selection Process. The Multi Housing Program has the continued support of Associated Students. Paul asked for a committee vote. "All in favor of retaining the Multi Housing Program" received a unanimous "YES" vote. More information to follow, but at this time it appears that Warren College will once again host the Program for 2009/10.

Mark's proposal provides limited access for On-Campus Housing to Non-Eligible Student Leaders and was next on the agenda. The selection process would be determined by the Colleges, Res Life and ICRA. The first decision would be the criteria of selection either 1) by Individual or 2) by student position and how many spaces would be put aside for the first year. The Student Leader would be charged the same rate as a guaranteed resident. Mark sent a comprehensive e-mail Draft outlining the Who, What When Where and Why of On Campus Housing Placement. In addition the draft contains the Program Proposed by ICRA. All Members received a draft to take back to their constituency. It became clear that without the criteria on the selection process no questions could really be answered. Pat DA stated that details would have to be worked out based on philosophical criteria. Colleges would be asked to decide to cement those details. Brittany stated that ICRA supports the concept. Paul felt certain that reasons for accepting a space would commitment to leadership and definitely conveniences such as late hours, and Parking. The members expressed concerns for guaranteed students having to share Apartment or Residence Hall space with older student. Mark again stated that input from the committee assists in the determination as to whether this concept is worthwhile. Paul suggested an "interview" process with broad criteria while Steve recommended identifying a position. David was agreed with an interview process so as not to foster elitism. Andrew suggested some sort of reward as long as the selected position or person continued in a leadership role.

Paul asked for a Straw Poll..."All those in Favor of continued interest in researching this concept" ....the Yes vote was unanimous. Mark stated that if the program was ready to implement by

2009/2010 it could be a "beta-test" year and subsequent models would be reviewed for improvement for 2010/2011.

Mark distributed an overview of HDH Overall Budget Principles to all members in preparation for reviewing the Housing and Dining Budget for 2009/2010. He asked that all members take and read the information to alleviate confusion when voting on the budget and subsequent increase. The Dining percentage of \$45 has already been determined, however; we will be looking at all other aspects of the Housing Program and what it will cost to maintain a break even position along with maintaining the 10 year business model for planning and operation.

Updated information regarding Non-Eligible Student Leader Housing Option Concept will be included in next week's agenda. In addition, the 2009/2010 Proposed Housing and Dining Services Budget will be given to all members in preparation of the Committee's budget recommendation to Vice Chancellor Relyea in time for Room Selection Contract and Rate Schedule.

The meeting was adjourned.

Anita Jones

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong

ON CAMPUS HOUSING & DINING SERVICES

ADVISORY COMMITTEE MEETING

February 27, 2009

MINUTES #11

MEMBERS PRESENT: MARK CUNNINGHAM, HDH DIRECTOR  
DEWINE, PAUL – CHAIR, COLLEGE  
ADLER, STEVEN – COLLEGE PROVOST  
COSTA, BRENT – RA REPRESENTATIVE  
DEGUZMAN, ANDREW – MARSHALL REPRESENTATIVE  
GUERRERO, REY – RESIDENT DEAN REPRESENTATIVE  
GUPTA, PREETIKA – SIXTH COLLEGE REPRESENTATIVE  
JELLISON, BRITTANY – ICRA REPRESENTATIVE  
KIM, STELLA - MUIR REPRESENTATIVE  
RANA, RIZA – REVELLE REPRESENTATIVE  
TOLTON, DAVID – WARREN REPRESENTATIVE  
SASAKI, WINDI – RESIDENCE LIFE LIASION  
YUKI MURAKAMI- ASSOCIATED STUDENTS (STANDING IN  
FOR CHRIS WESTLING)

MEMBERS ABSENT: JONES, ANITA – SECRETARY  
LAM, KATIE - ERC REPRESENTATIVE

The first item on the agenda was to discuss On-Campus Housing to non-eligible student leaders. Some members had not arrived therefore voting was put on hold until quorum could be met. Rey said that COD supports ICRA's proposal for their Chair, NCC, and NRHH Chair this year and for a full program the following fall. Paul said that COD has conceptual support for the idea and believe that access should be available for more than just leaders in ICRA. Brent spoke with some RAs who expressed their concern regarding eligibility standards. Discussion focused on how each entity determined eligibility for these spaces, whether by application, position, or other standard. Stella said that at Muir, the concern was more that the student leaders would be living with people they didn't know. Mark discussed the idea of potentially reserving apartments for these leaders to fill. This could encourage peer leaders interaction. The number of spaces allocated had not been determined at this time. Windi mentioned that ICRA had a discussion and recommended ten spaces be allocated keeping in mind that they weren't sure that there would always be ten people interested in these spaces.

Stella then asked to talk about Muir Dining and the new proposed menus at Sierra Summit and El Mercado. She said that Tom Clark had spoken at Muir Council and that there was some concern over the Mexican menu moving to TMAC and not returning to El Mercado. Mark said he was willing to come to a meeting, but the facilities wouldn't be open for another two years and that Dining is considering lots of different options. He also said that he doesn't want the space to be a fast food, grab and go location.

Mark then distributed two documents: the HDH Recommended Budget and the HDH Report Definitions for the budget. Mark then gave an overview of the budget. He discussed a proposed 3% rate increase which includes the Dining increase. He then described each line under Income and each line under Expenses. The Apartment Dining rate listed in the document's final page under "2009-10 Recommended" should read "2145 meal dollars" under apartments instead of "2100 meal dollars".

The minutes for the February 20<sup>th</sup> meeting were approved and the meeting was adjourned.

Windi Sasaki

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong

ON CAMPUS HOUSING & DINING SERVICES

ADVISORY COMMITTEE MEETING

March 6, 2009

MINUTES #12

MEMBERS PRESENT:        MARK CUNNINGHAM, HDH DIRECTOR  
DEWINE, PAUL – CHAIR, COLLEGE  
ADLER, STEVEN – COLLEGE PROVOST  
COSTA, BRENT – RA REPRESENTATIVE  
DEGUZMAN, ANDREW – MARSHALL REPRESENTATIVE  
GUERRERO, REY – RESIDENT DEAN REPRESENTATIVE  
GUPTA, PREETIKA – SIXTH COLLEGE REPRESENTATIVE  
JELLISON, BRITTANY – ICRA REPRESENTATIVE  
ANITA JONES - SECRETARY  
KATIE LAM – ERC REPRESENTATIVE  
KIM, STELLA - MUIR REPRESENTATIVE  
RANA, RIZA – REVELLE REPRESENTATIVE  
TOLTON, DAVID – WARREN REPRESENTATIVE  
SASAKI, WINDI – RESIDENCE LIFE LIASION  
CHRIS WESTLING – ASSOCIATED STUDENTS

MEMBERS ABSENT: ADLER, STEVEN – COLLEGE PROVOST

Paul began the meeting by resuming discussion on Leadership Housing. Brittany reported that ICRA constituents approved the Concept. Riza also supported Leadership Housing but would prefer one site housing for the group. David also agreed with the concept as long as 1 and 2 year students were not displaced. David's constituency suggested an "application" process. Stella's constituents were all for the program, but hoped there was a way to guarantee "Leaders" would not be placed in a Triple Residence Hall. Rey spoke for Resident Deans stating that the ICRA proposal regarding Leadership Housing was the selected concept for their group. Rey also commented that although there is a benefit to clustering "leaders" the preference when creating the program would be to remain in home colleges. However, if clustering was the only way to go...perhaps "The Village would be a good selection" to host the Program. Windi suggested creating a contract that would be signed by the Leadership participants and if the criterion was not met during the course of the academic year...the University would terminate the housing contract. Participants would be completely aware of "what constitutes the criteria". Rey added that staff advisors would be instructed to identify role models throughout the year to prepare for the following year participants. Chris would prefer encouraging mixing leaders with students rather than clustering leaders

together. AS also suggested that space be allocated for other appropriate committees. Chris continued by saying that committees should be allowed to select positions best suited for Living on Campus (Housing Contract). Andrew's council offered the same concerns as stated by the other members with the inclusion of Parking. Andrew clarified that his constituency had no difficulty accepting the Leadership Housing Program however his Council did. Questions such as "how do you define a leader and why was ICRA selected to have such ultimate input?" Preetika wondered if the rooms would be single or double? Windi responded that "Room Lottery" would play a role. Rey suggested that the selected Leaders participate in the Lottery however placement might be held at a later date.

Paul asked that a vote be taken: All those in support of the Leadership Housing concept resulted in a 9 In Favor vote outcome. The model was passed unanimously. The Leadership Housing concept will now be passed to the Colleges, Residence Dean's Group and ICRA in order to launch the Program.

Paul asked if any member had suggestion for Spring Quarter agenda items. Brittany stated that Sierra Summit was using individual plastic bags and just throwing them away. Also...waffle mix is now poured onto the Waffle maker in a cup and then the cup is thrown away. Suggestion: find a re-usable cup for this process.

Mark arrived to continue discussion on the Proposed Housing Rates for 2009/2010. He opened up communication by asking that all members reference the Proposed Budget. To meet all budgetary needs and continue the major maintenance contingencies the Residence Hall would increase by \$285 and the Apartments by \$276 which total approximately 3% increase which includes the \$45 Dining Dollar increase.

Brittany asked what would occur if the committee did not choose to fund Major Maintenance this year? Mark stated that clearly Reserves are a "tax for the future" however the future is upon us what with the "The Village", Building renovations, (i.e. Muir/Warren), sustainability upgrades, data improvements and the list goes on for 2009/2010/2011. Mark's philosophy is to use Reserve funds for furniture and other items that have nothing to do with mortgage. He feels it a poor business practice to purchase an item and spend 25 years paying it off. Brittany questioned the differential between total expenditures and total income. She wondered where excess credit goes...Mark responded by stating major maintenance and funding. In addition, this budget is based on the presumption that expenses have been captured, however if something comes up, Housing and Dining does not go back to the resident in mid year and change the cost of housing for the remainder of that academic year. The overage allows for "expensive surprises". Chris mentioned that Associated Students feel some furnishings are extravagant. Mark responded by stating that Housing does not select furnishings...student groups set standards. Mark is only involved in allocating funds for furnishings. David stated that the Committee was able to influence a \$45 Dining Plan increase rather than the \$60 that the proposed budget suggested. Would that work here? Mark reminded the

committee that Dining was still responsible for the \$15 and would have to find a way to accrue this money to meet their budget by breaking even.

In the last few minutes of the meeting, Mark requested that Paul call for a Straw Poll. The final vote must be held at next week's meeting and Mark needed guidance based on votes.

Paul asked for the Straw Poll "All those in Favor of approving the Budget as presented (including the \$2145 Apartment Dining Dollar edit). 9 Approved

|                      |             |
|----------------------|-------------|
| All those opposed    | 0 Opposed   |
| All those abstaining | 2 Abstained |

The meeting was adjourned.

Anita Jones

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong

ON CAMPUS HOUSING & DINING SERVICES

ADVISORY COMMITTEE MEETING

March 13, 2009

MINUTES #13

MEMBERS PRESENT: MARK CUNNINGHAM, HDH DIRECTOR  
DEWINE, PAUL – CHAIR, COLLEGE  
COSTA, BRENT – RA REPRESENTATIVE  
DEGUZMAN, ANDREW – MARSHALL REPRESENTATIVE  
GUERRERO, REY – RESIDENT DEAN REPRESENTATIVE  
GUPTA, PREETIKA – SIXTH COLLEGE

REPRESENTATIVE  
JELLISON, BRITTANY – ICRA REPRESENTATIVE  
ANITA JONES - SECRETARY  
KATIE LAM – ERC REPRESENTATIVE  
KIM, STELLA - MUIR REPRESENTATIVE  
RANA, RIZA – REVELLE REPRESENTATIVE  
TOLTON, DAVID – WARREN REPRESENTATIVE  
SASAKI, WINDI – RESIDENCE LIFE LIASION  
CHRIS WESTLING – ASSOCIATED STUDENTS

MEMBERS ABSENT: ADLER, STEVEN – COLLEGE PROVOST

The minutes for the March 6, 2009 meeting were read and approved.

Paul requested that the members prepare to vote on the proposed 2009/2010 Undergraduate Housing Budget. The vote “All those in favor of approving the Undergraduate Housing budget for the 2009/2010 Academic year” brought a vote of 9. “Any opposed”—zero and 1 abstention. The proposed budget was passed and will be forwarded to Steve Relyea as the recommendation represented by the Advisory Committee. As a reminder, the proposed rates for the 2009/2010 academic year are:

Single Room – Residence Hall - \$2795 Dining Dollars = \$10,591  
Double Room – Residence Hall - \$2795 Dining Dollars = \$ 9,791  
Triple Room – Residence Hall - \$2795 Dining Dollars = \$ 9,041

Single Room – Apartment - \$2145 Dining Dollars = \$10,270  
Double Room – Apartment - \$2145 Dining Dollars = \$ 9,470  
Triple Room – Apartment - \$2145 Dining Dollars = \$ 8,720

The next agenda item was to turn the “leadership” housing program to the proper hands. The colleges and ICRA will take this idea forward. Both Paul and Mark agreed that the first year would be considered a “Beta” year and perfection will be more realistic as the program matures. Mark stated any entities that wish to make use of this program option will need to provide their recommended (minimal) numbers by noon; April 17th otherwise their requests will not be able to be accommodated for the 2009-2010 academic year. Once all numbers are received they will be reviewed to see if the requested numbers have any negative impacts on the students with guarantees. Paul stated that this committee’s job was to approve or disapprove the “concept” only and we should not be part of the development of the program. Mark agreed by stating that the committee would be overstepping their boundaries. The committee, however, continued the discussion simply to state member concerns and hopes for the new program. Since Room Selection is right around the corner and the deadline for number of participants is April 17<sup>th</sup>, the members were concerned about the limited amount of time to vote for specific leadership participants. Mark stated that as long as the numbers per college were available by April 17<sup>th</sup> he could work with that information.

#### Spring Quarter Agenda Items:

Mark asked Chris to be prepared to bring Fair Trade Groups for an information meeting. Mark also would like to discuss a future rate system variance such as a rate spread based on new/old/renovated/location/views. However, the bandwidth of rate would have to be narrow enough not to contribute to a good vs. bad or winner vs. loser type of community description. Stacy Travis will be invited to one of the Spring Committee meeting to once again guide the members through the Room Selection process. The members will be invited to tour “The Village” transfer student housing buildings one day after 3:30 due to continued construction. Brittany would like to understand why Admissions over enrolls. Paul will ask Steve Adler to speak about this in one of the meetings scheduled for Spring. Chris suggested selling stainless steel mugs as close to water displays throughout campus.

The meeting was adjourned. The first committee meeting for Spring Quarter is scheduled for Friday, April 3<sup>rd</sup> at 11:30 a.m.

Happy Spring Break!

Anita Jones

Cc:           Members  
              Resident Deans  
              S. Relyea  
              S. Wong

ON CAMPUS HOUSING & DINING SERVICES

ADVISORY COMMITTEE MEETING

April 3, 2009

MINUTES #14

MEMBERS PRESENT: MARK CUNNINGHAM, HDH DIRECTOR  
DEWINE, PAUL – CHAIR, COLLEGE DEAN  
STEVE ADLER, PROVOST REPRESENTATIVE  
COSTA, BRENT – RA REPRESENTATIVE  
DEGUZMAN, ANDREW – MARSHALL REPRESENTATIVE  
GUERRERO, REY – RESIDENT DEAN REPRESENTATIVE  
GUPTA, PREETIKA – SIXTH COLLEGE  
REPRESENTATIVE  
JELLISON, BRITTANY – ICRA REPRESENTATIVE  
ANITA JONES – SECRETARY  
KIM, STELLA – MUIR REPRESENTATIVE  
RANA, RIZA – REVELLE REPRESENTATIVE  
TOLTON, DAVID – WARREN REPRESENTATIVE  
SASAKI, WINDI – RESIDENCE LIFE LIASION  
CHRIS WESTLING – ASSOCIATED STUDENTS

MEMBERS ABSENT: KATIE LAM – ERC REPRESENTATIVE

Paul welcomed the members back from Spring break. Katie Lam is not attending UC San Diego for Spring Quarter and Rey will select a replacement for her. Brittany Jellison will be unable to continue her role as ICRA representative for spring due to a heavy work/class load and will select a replacement for the remainder of the Quarter. The Committee thanks these young ladies for a job well done...they will be missed.

Mark spoke about Admit Day Events (April 4<sup>th</sup>) and the new freshmen admit application numbers. On the first possible day of application - 359 freshmen applied. As of April 2<sup>nd</sup> we have received a total of 2,700 applications. A spike is expected again after the Admit Day weekend and Mark will continue to update the Committee at each meeting.

Room Selection Process. Mark has invited Stacy Travis to the April 10<sup>th</sup> meeting in order to walk the Committee members through the Room Selection e-process which includes electronic signature on Contract, completion of Personal History Form and the \$650 prepayment either by e or hard copy check. She will also explain the process of Lottery Time and access codes and finally the May 19<sup>th</sup> Room Selection

Day. Information will also be available for the Multi-Campus and International House Programs. The Multi-Campus Program requires that for each 4 person apartment two can be from the same college while the remaining two must be registered in another college. In a five person apartment three are allowed to be from the same college.

Mark introduced the new Year Around program entitled Plus 3. The name is in reference to a regular academic year contract Plus 3 summer months. The benefits to this program are extensive. The first benefit is that residents who participated in room selection will be able to remain in their present room until Monday, June 15 rather than trying to find a hotel or couch for the move out weekend. Next, each college will be allocated a certain number of spaces concurrent with the Plus 3 participant so that the extended student would be allowed to move into their 2009/2010 location and stay there until June 2010. Essentially, that means “moving less”. This program is particularly helpful for students who work in the area or are attending summer courses. Andrew asked what would happen to the roommate space if fellow roommates did not opt for the Plus 3 program. Mark stated that regular Summer Session residents would fill the vacant spots.

Mark reminded the Committee that any entities that wish to make use of the Non Eligible Students in Leadership positions Program must submit their recommended minimal numbers no later than noon, April 17<sup>th</sup>.

Mark began discussion on the next agenda item – Multi-Tiered Rate System Concept. All other Universities use this system. Mark distributed an overview regarding the concept of room and board rates being equitable throughout all campus housing facilities. As it stands now...the variance driver is the single/double/triple room. Due to complaints from the customer, Mark would like to initiate a new multi-rate program for 2010-2011 and then be prepared to revisit in 2011-12 in time for the Muir and Revelle Apartment In-fill projects openings. Mark expressed his concern as to how critical it would be to maintain a “cost band-width” between all six colleges to ensure that no college or student would feel disadvantaged or “lower than” due to cost structures. Mark is asking that the Advisory Committee assist in identifying both primary and secondary “factors” that should be considered when developing a new cost structure. Mark’s informational paper included approximately 10 possible factors to assist the committee in these discussions. David asked how many complaints occurred throughout the year. Mark stated “not many” – however complaints are increasing as buildings become older. Rey added that most complaints occur “locally” within the college. Mark feels we should do right by the customer. David stated that “right or fair” could be keeping it simple rather than having a multitude of rates signifying a status. Brittany stated that within each college YFI “Wireless Internet “ is a reason. Andrew found that Thurgood Marshall Residents refer to Uppers vs. Lower...but not in the framework of rates. Brett found that during the RA Tours, parents did “pick up on” the lack of a rate differential for new to old buildings. Chris was concerned that more tension/stress may be generated by Multi-layered rates. Brittany felt that

parents/students may consider Multi Tiered Rates just as problematic when College of Registration is not a choice and is in the more expensive of facilities. David does not see the purpose of Multi Tiered Rates but is open for discussion.

Rey felt that variance would be best served based on square footing. Preetika agreed. Andrew suggested assessing what is available in the living area (closets, bookshelves etc) not square footage. Mark wants to continue discussing “standardization” of facilities. Paul suggested that each member approach their constituents for input regarding the issue and factors of variances.

Chris asked if Mark would consider posting the Minutes on a website where constituents could visit to keep on top of items being discussed by the Committee Members. Mark stated that he would discuss the possibility with Housing IT and Marketing group.

The meeting was adjourned.

Sincerely,

Anita Jones

Cc: Committee Members  
Resident Deans  
S. Relyea  
S. Wong

ON CAMPUS HOUSING & DINING SERVICES

ADVISORY COMMITTEE MEETING

April 10, 2009

MINUTES #15

MEMBERS PRESENT: MARK CUNNINGHAM, HDH DIRECTOR  
DEWINE, PAUL – CHAIR, COLLEGE DEAN  
STEVE ADLER, PROVOST REPRESENTATIVE  
COSTA, BRENT – RA REPRESENTATIVE  
DEGUZMAN, ANDREW – MARSHALL REPRESENTATIVE  
GREISER, HENNING – TEMPORARY ERC  
REPRESENTATIVE  
GUERRERO, REY – RESIDENT DEAN REPRESENTATIVE  
GUPTA, PREETIKA – SIXTH COLLEGE  
REPRESENTATIVE  
WOJDYNSKI, SAMANTHA–TEMPORARY ICRA  
REPRESENTATIVE  
ANITA JONES – SECRETARY  
KIM, STELLA – MUIR REPRESENTATIVE  
RANA, RIZA – REVELLE REPRESENTATIVE  
TOLTON, DAVID – WARREN REPRESENTATIVE  
SASAKI, WINDI – RESIDENCE LIFE LIASION  
CHRIS WESTLING – ASSOCIATED STUDENTS

The minutes for the April 3<sup>rd</sup>, 2009 meeting were read and approved. They will be added to the website for viewing by all student residents.

<http://hdh.ucsd.edu/hdhinthenews.asp>

Mark introduced Stacy Travis, IT Representative, who led all members through the Room Selection Process. Stacy informed the Committee that today, Friday, April 10<sup>th</sup> the Room Selection Informational Web Site went “Live”. Stacy distributed the Room Selection Information 2009 Flyer to all members. An e-mail was forwarded to all eligible and ineligible residents. Hard copy letters were sent to the “Parents of” the eligible students to guide them in helping their students adhere to all deadline dates and prepare for the \$650 prepayment due on April 28, 29 and 30<sup>th</sup>. Special Programs such as Multi Campus, International House and the new Plus 3 Program have different dates that students need to be aware of and they are all visible in this Web Site.

<http://roomselection.ucsd.edu> The main stream Room Selection day is scheduled on

May 19<sup>th</sup> and all eligible students who did not receive a space in the Multi Campus, Plus 3 or International House will have the opportunity to be redirected back to the general Room Selection.

Eligible students will be given a Lottery Time and access code in preparation for the actual Room Selection Date within the program they were given. The access code is NOT your password, for security purposes the program provides a four digit code. If lost...students must go directly to their Residence Life Office for assistance.

Stacy stated that RA's will be required to enter the Electronic Contract packet part of this process. Again, the dates are April 28, 29 and 30<sup>th</sup>. The only part that they are not required to complete is the \$650 prepayment. RA's do not pay for Room and Board.

Stacy continued by assuring the members that e-mail confirmations continue throughout every phase of the contract process and Room Selection to both the participating resident and to Stacy herself for proof of completion. It is critical that participating students keep every e-mail confirmation – DO NOT DELETE. Students are required to pay their prepayment of \$650 by e-check or by selecting "the coupon" and walking both the coupon, check or money order to Housing Administrative Services located in ERC above Café Ventanas from 8:00 a.m. to 4:30 p.m. during the 3 days. After 4:30 p.m. students may take the coupon and check/money orders in an envelope clearly marked for HOUSING ONLY and drop it off at Central Cashier Night Drop on the South side of the Student Administrative Services Building on the ground floor.

Andrew requested that clearer directions be made when referring to Administrative Services in the Loft. He stated that students who never visit the west side may be confused regarding location. Stacy agreed and will look into this matter.

When paying the \$650 by e-check students must be very clear regarding what is an account number versus a routing number. The directions in the Website show a bright colored representation that will guide the student when making this selection. It is important that they have a check in hand and are prepared to fill out the e-check form. Henning suggested that HDH research the possibility of assisting EAP students when mailing their prepayment check during the summer. Mark will look into some possibilities but he knows that nothing would be available for Summer 2009...hopefully Summer 2010 but it will take some research which might link up to TritonCash.

Stacy reminded the members that the Personal History Form will be available to make edits after April 30<sup>th</sup>. Stacy also described the Multi Campus and Plus 3 program and their special deadline dates along with unique criteria in order to be eligible to

participate in these programs. She also stated that there is always the possibility due to bed space that not all students who requested these programs would be selected.

During the actual Room Selection Day, layouts would be available to select individual rooms based on Lottery Times. Students with good Lottery times are allowed to pull up their group to fill spaces in “the apartment”. Samantha asked about “coed” housing. Stacy responded that at this time only Muir has a few coed apartments and the whole application process is very different. Rey suggested that students begin to look at their college and make a list of preferred space. Be prepared to have your first few choices taken...”Shop around”. Mark added that students should participate because they really want to live on campus not just to “hold” a space until something better comes along off campus. This affects everyone in the program and is the reason why groups are split up. Rey wanted the members to speak with their constituents regarding the urban myth that all students who were in overflow as freshmen or were placed in a triples will somehow have a better opportunity to be placed in their preference for their second year. Please remind these students that Room Selection is a **Lottery** – essentially just the luck of the draw.

Andrew asked if there were triples for Room Selection Participants. Mark directed him to speak with his Residence Life Office.

Lottery Times will be issued allowing 3 colleges to begin @ 8 a.m. and 3 colleges to begin @ 11 a.m. on May 19<sup>th</sup>. The decision as to which college will be chosen for these time slots has yet to be determined.

Riza asked about the Plus 3 Summer Program. Essentially, there will be a limited amount of apartments available in each college and students will be asked to opt for the program during the Contract Process. Not all students who receive a space in this program will be mandated to live on campus throughout the summer...but one/some of the group must in order to request to be chosen.

Preetika would like to discuss furniture standardization and the multi rate concept. Mark will be looking at these issues per college. Rey informed the members that the Resident Deans continue to discuss the LGBT process. Discussion continues through ICRA and “the colleges” regarding The Leadership Program for non-guaranteed student. 5 students per college will be able to participate. Paul added that 2010/11 will show an extension to other leaders. Paul requested that future agenda items include the assessment of Residence Life Staffing Levels and the “roommate gender” Policy.

The meeting was adjourned.

Sincerely,

Anita Jones

Cc: Members  
Resident Deans  
S. Relyea  
S. Wong