MEMBERS PRESENT: RAFAEL ACEVEDO
SONHA CASTELLI
KIM CIERO
MARK CUNNINGHAM
CARSON DANCE
LISA DIEU
LINDSAY FREEMAN
EMILY ELIZABETH GOODMAN
TANESHIA HIGGINS
RUSSELL KING
KATIE KNOLL
MICAH MANARY
MICHAEL RIVERA
SHANA SLEBIODA
CORY STEVENSON
MARY BETH WARD
PA CHIA VUE

MEMBERS ABSENT: None

The first meeting for the 2012-2013 Advisory Committee was brought to order by Mark Cunningham, Co-Chair and Assistant Vice Chancellor. He provided an overview of what the committee should expect for this academic year.

- The goal of today’s meeting is to get organized and look ahead, not behind. He stressed the importance of communication, both within the committee and with the constituents. He asked the members to be honest and respectful to each other. The meeting is a collaborative environment and each member should speak up, whenever they want to.
- If the committee needs more information regarding any issue or has any questions, please feel free to speak up in the meeting, send him an email, or give him a call.
- If any member of the committee desires to bring a topic forward or lead a discussion, they are welcomed to.
- Minutes for each meeting will posted online on the Box. Each member should review the minutes prior to the next meeting. If there are any corrections, please let him or Pa Chia Vue know.
- In Spring Quarter, if the meeting time or location needs to be changed, Mark Cunningham asked that the committee let him know. He expressed that the goal is to find a time that is convenient for everyone in the committee.
- All members were reminded of the following:
To try to attend as many meetings as possible. The meetings will be held weekly, except for Finals Week and holiday breaks.

- Cory Stevenson stated that if needed, the committee could meet during Finals week. Members that cannot attend could send proxies in their place.

- Interact regularly with constituents and get input because members will be voting and making recommendations on their behalf.

- Inform the committee co-chairs if they are going to be sending a proxy. He stated that it is the responsibility of the member to ensure that their proxy is current on the topic.

- Emily Elizabeth Goodman suggested that the committee determine rules regarding proxies (i.e. how many times you can send a proxy).

- Mary Beth Ward stated that she is going to be absent from two upcoming meetings. She asked if she should always give advanced notice or if there is anything she needs to do.

  - Mark Cunningham explained that he understands that the committee members have other commitments. The goal is to put information online, via the Box, so that all members are notified in advance, what will be discussed at the meeting. This will also give the members an opportunity to give their thoughts on an issue and/or decide if they need to send a proxy.

Mark Cunningham then discussed meeting management:

- How the meeting is run, is up to the committee.
  - Kim Ciero suggested that members motion for action items. Every motion will need to have a second and then a vote will be taken.

- Emily Elizabeth Goodman shared that she is very comfortable with Robert’s Rules of Order and can moderate if needed.

- Cory Stevenson asked about the online appeals process and if any details could be provided.
  - Katie Knoll explained that once an appeal is submitted, an email is sent to the appropriate leasing office to take a look at it. If the office decides to deny the appeal, it is sent to the committee for a vote. The members would then log on to the system to cast their vote. Results of the vote will be reviewed at the meeting.

  - Mark Cunningham stated that the process is still being tested. Once the testing is complete, the process will be presented to the committee.

  - Kim Ciero asked for further clarification on the electronic appeals process. In the past, the committee casted their votes after the appeal was discussed. The new process asks for a decision prior to any discussion.

- Mark Cunningham explained that discussion is only needed on the appeals that are neither approved nor denied. If the vote results in the appeal being approved or denied, no further discussion is needed.
- Emily Elizabeth Goodman shared that she loves the idea of an electronic appeals process.
- Mark Cunningham reiterated that the electronic appeals process is going to be tested and once it is ready to go, it will be presented to the committee. If the committee does not like it, it will not be used.
  - Rafael Acevedo asked how many appeals are currently in the queue.
- Mark Cunningham stated that there are currently 10 (since last spring).

Mark Cunningham provided the following general updates/information for the committee.
- In January 2014, UC San Diego will be a non-smoking campus.
- He reminded the committee that the UC Wide Campus Climate Survey is out and encouraged all members to take the survey. He reiterated that each member’s voice counts!
- HDH and UC Police will be hosting an open community meeting related to resident and neighborhood safety on February 21st at 6:30pm. The location is still to be determined. Details will be provided in the next newsletter.
- As part of a larger Regents Road improvements project, The City of San Diego and the University continue to negotiate right of way access related to the City’s plan to add a right hand turn “only” lane on Regents Road south of our entry way coming on to La Jolla Village Drive West which actually should be a benefit to our residents. Construction would commence summer of 2013. Once he gets more details, he will let the committee know.
- He is still awaiting the revised Mid-Coast Corridor Transit project aka Light Rail Transit (LRT) construction schedule which will connect downtown and UC San Diego. To get more information regarding the project, go to BLINK and type in LRT and it will take you to the campus info site.
  - He explained that this will greatly impact our students and is a huge opportunity for the university.

Mark Cunningham then opened the floor and asked the committee for agenda items.
- He stated that if the agenda items are sent in advance, any subject matter experts can be found and invited to attend future meetings to provide insight and information.
- There are currently two items on the list: Electronic appeals and Wireless Data Services.
- Kim Ciero asked how Mark Cunningham felt about precedent. She asked if he wanted members to share history, if any, on an issue/decision/solution.
  - Mark Cunningham stated that this committee has been around for 40 years. He believes the committee should be respectful of past decisions and solutions because a lot of time and effort went into discussing and coming up with those items. He also stated that since the committee has been around for so long, most ideas discussed will most likely be repeat ideas that have been brought up
before. He asked the committee to keep in mind that although an idea may have been brought up before, do not to rule it out completely. A new factor may be introduced or the circumstances may have changed. If it didn’t work before, the committee should discuss why. It may possibly be due to wrong timing.

- Rafael Acevedo referenced the Chancellor’s plan to increase the number of students at UCSD. He expressed concern regarding how to fit these students on campus. He asked the committee to consider the growing student population and to also think about considering populations that are especially challenged. He suggested the committee discuss the two year housing policy.
  - Sonha Castelli suggested that the committee discuss the possibility of PHD students receiving a longer guarantee than students in a Masters program, since their programs are longer.
  - Mark reminded the committee that the two year guarantee was launched in response to and at the direction of the University. It was not proposed by HDH. Before the two year guarantee, master students would not be housed because the waitlist was longer than two years.

- Cory Stevenson suggested that the committee discuss improving communication with residents. He believes that most residents are not aware that there is an advisory committee. Instead of having residents attend the committee meetings, he suggested that there be occasional town hall meetings at each facility. Residents would be able to bring up any issues or concerns at those meetings.
  - Rafael Acevedo suggested that the town hall meetings be quarterly.
  - Emily Elizabeth Goodman liked the idea of having town hall meetings and giving the residents an opportunity to voice their concerns. She also suggested that the minutes of the town hall meeting be placed on the GSA website.
  - Regarding the improvement of communication with residents, Rafael Acevedo stated that part of the responsibility lies with the resident. Residents need to make an effort to read the information available to them, whether it be online or through the newsletters.
  - Carson Dance provided an example and stated that the Mesa internet incident last year was not communicated well. She agrees that the committee should discuss how to communicate better with residents.

- Carson Dance suggested that the committee discuss adding a left turn at the intersection of Regents Road and North Miramar Road (when going from Regents Road to North Miramar Road). Currently, a left turn is not allowed but many students make the left turn regardless.
  - Mark Cunningham suggested that the committee discuss the entrance to Mesa as a whole.
- Rafael Acevedo suggested that the committee discuss xeriscaping.
- Carson Dance suggested that the committee discuss parking enforcement in Mesa. She believes that a lot of shuttle passengers are using the lot and taking spots away from residents.
- Lisa Dieu lives at La Jolla Del Sol and cannot find any recycling bins. She asked why there are no recycling bins there.
  - Katie Knoll made note of this and told her that she will look into it.
  - Cory Stevenson asked whether or not this committee covers La Jolla Del Sol?
    - Mark Cunningham said no, because there are no graduate students residing there.
- Emily Elizabeth Goodman suggested that the committee discuss the upcoming university transportation changes and how they will affect housing.
  - Kim Ciero agreed that this should be an agenda item.
- Cory Stevenson expressed concern regarding the fenced path located by OMS.
  - Mark Cunningham shared that he does have information from Caltrans that he can share with the committee regarding this issue.
- Carson Dance asked about the North Mesa Renovation plans and if more details could be provided about it.
- Shana Slebioda inquired about the number of ARCH residents still living under the old guarantee.
  - Mark Cunningham will find out and get back to her.

Meeting adjourned at 2:35pm. The next meeting will be on Wednesday, February 6, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
MEMBERS PRESENT: RAFAEL ACEVEDO
                      KIM CIERO
                      MARK CUNNINGHAM
                      CARSON DANCE
                      LISA DIEU
                      LINDSAY FREEMAN
                      EMILY ELIZABETH GOODMAN
                      TANESHA HIGGINS
                      RUSSELL KING
                      KATIE KNOLL
                      MICAH MANARY
                      MICHAEL RIVERA
                      SHANA SLEBIODA
                      CORY STEVENSON
                      PA CHIA VUE

MEMBERS ABSENT: SONHA CASTELLI
                 MARY BETH WARD

GUESTS: TOM MACHADO
        TINA MATA
        JEREMY MEADOWS
        JANA SEVERSON

Wireless Connectivity Project at Mesa

- Jana Severson stated that the updated summary of the project was uploaded to the Box and is available for the committee to review. The document contains an interim solution and two long term solution options. She asked the committee for their thoughts regarding the proposed recommendations.
- Mark Cunningham stated that a decision need not be made today. The purpose of today's presentation is to provide the committee with information so that they may seek input from their constituents.
- Jana Severson shared that HDH attempted to get input regarding the proposed solutions, but only a small amount of people responded (less than 10 from Mesa and One Miramar). The input received was mixed. Some thanked HDH for the information. Some supported the idea of having wireless service in the community/laundry rooms. Some said it was not needed. There was no real definitive direction from the limited community input.
- Jana Severson asked the committee for thoughts on the interim solution:
  o Cory Stevenson referred to the cost of the program, $27,600, and asked what the funds would be used for.
     ▪ Jana Severson explained that the $27,600 would be used to purchase the modems, for installation charges, and the monthly service fee.
  o Cory Stevenson asked if the buildings were already wired.
     ▪ Jana Severson said yes.
  o Cory Stevenson asked why it would cost $150 per month per access point.
     ▪ Tom Machado explained that this was the business class price. He stated that we did not qualify for the residential rate.
     ▪ Jana Severson elaborated further and explained that we don't qualify for the residential rate because the modems and the service will be provided in community spaces.
  o Rafael Acevedo asked whether or not $115 a month seemed reasonable.
Cory Stevenson shared that a residential system costs approximately $50 a month. Unfortunately, Time Warner is the only option in this area.

Tom Machado stated that if this price were compared to the retail side, it would seem more expensive and not reasonable. But, he noted that the business class option and price also provides for features not provided on the residential side. The business class option would give each modem a unique and dedicated IP address, which is definitely a necessity. He shared that he has used it before and believes the service is excellent.

Rafael Acevedo asked if this was the best deal we could get.

Tom Machado and Jana Severson both replied yes.

Carson Dance asked if the twenty access points referred to twenty different community/laundry rooms.

Jana Severson stated that each space has two access points. There will be connectivity in ten spaces.

Lindsay Freeman believes it would be unnecessary to provide wireless connectivity in the community and laundry rooms. The community rooms are typically used for gatherings and events. She believes the service would go unused.

Mark Cunningham shared that 80% of residents already have service of some type with Time Warner. He asked the committee if this service was still needed if 80% may already have it. He asked the committee to think about who would use the service. He doesn’t know if residents would travel to the laundry rooms to use the service.

Kim Ciero pointed out that a new resident may not sign up for their own service if they are aware that it is available in the community and laundry rooms.

Mark Cunningham asked the committee to think about the service they want to provide. The goal should always be to try and give residents as many options as possible to keep costs down. He reminded the committee that a blanket cost is a blanket cost. It will be up the committee to decide how to proceed. If the committee decides that this service is necessary, it will then need to discuss how to get people to use it.

Cory Stevenson asked who currently owns the wiring in the complex.

Jana Severson stated that Time Warner Cable does.

Cory Stevenson asked the committee to keep this in mind whenever a renovation or new construction project is discussed in the future. If HDH owns the wiring on a building, they could switch providers whenever they want and this wireless predicament could possibly be avoided in the future.

Mark Cunningham shared that HDH does not own the wiring because at that time, the campus would not fund the installation. Time Warner offered to do the installation at no extra charge.

Carson Dance doesn’t believe people will leave their rooms to use the wireless service in the community and laundry rooms. She doesn’t believe the rate is reasonable since many residents are already paying for some type of service in their rooms. This service would be nice if it was free but not as an added cost.

Mark Cunningham reminded the committee that there is always a cost associated.

Micah Manary shared that this solution sounds good in theory, but is not practical. He stated that the community rooms are typically used for food events or birthday parties. He also stated that the rooms are not very accessible.

Mark Cunningham stated that the access issue can be resolved easily by placing an e-lock on the door.

Taneshia Higgins asked if residents have already been paying for the internet service in the community and laundry rooms.

Jana Severson explained that $80,000 was earmarked by last year’s committee to pursue this project.

Mark Cunningham stated that the committee has two options: 1) give the money back, 2) Pursue this project and credit back what is not used. It is up to the committee to decide. Again, he reiterated that the goal of this presentation is to provide the
committee with information to take back to their constituents and get input. Nothing needs to be decided today.

- Cory Stevenson stated that he is hesitant to give the funds back. If the committee decides not to use the funds for this project, he suggested that the funds be used to keep rent from increasing. He also pointed out that some of the residents who contributed to the $80,000 have moved out, so the funds would be returned to the new residents that have taken their place.

  - Emily Elizabeth Goodman shared that these solutions will be brought up to GSA as well.
  - The committee then decided to table this discussion until next week, so that they may consult with their constituents.

- The floor was now open for discussion regarding the two long term solutions:

  - Rafael Acevedo asked if there was a cost associated to Long Term Solution – A?
    - Jana Severson said no.
    - Mark Cunningham stated that this process may take a few months to complete.
    - Jana Severson asked the committee to keep in mind that this process could result in finding a solution that is more expensive.

  - Michael Rivera asked for further clarification on Long Term Solution – A. Is this a proposal to investigate what options are available and give residents a different option than what they have now?
    - Jana Severson stated that this solution would allow HDH to go out and seek an alternate provider. Ties have been broken with Time Warner already.
    - Mark Cunningham asked Jeremy Meadows to share what the possible outcomes might be.
      - Jeremy Meadows stated that HDH would inform service providers that there is a need for wireless service. Any providers that meet the criteria would respond back with their bid. He also stated that the odds of staying within the $80,000 are small.
      - Mark Cunningham stated that the committee would need to discuss the “criteria,” and what was needed in the service. The committee should think about the right product and not let it be driven by cost alone.

New Electronic Appeals Process

- Mark Cunningham stated that this new electronic appeals process is being presented to the committee in test mode to try it out. It is currently set up as a private voting process. The only people who can see everyone’s vote is the two co-chairs. He believes that all appeals should remain anonymous. He asked the committee to test the process and bring feedback as to what changes may be needed. This process allows a resident to submit an appeal online, at their leisure. They will no longer be required to walk into an office to fill out a form. It can be done comfortably from home.

- Tina Mata provided the committee with handouts regarding the electronic appeals process. She will also send each member a copy of the handout via email. She then provided a brief overview of the electronic appeals process:

  - Resident clicks on appeals link (located on HDH website) and submits an appeal.
  - Appeal is sent to Housing Office. If appeal is granted, Housing Office contacts the resident. If the appeal is denied, it is forwarded to the committee for review.
  - Committee members will receive an email stating that there is an appeal to view and vote on. All members must log in via SSO. If you are a staff member, log in under business systems. If you are a student, log in through student sign on.
  - Once you are logged in, you’ll see all pending appeals.

- Mark Cunningham stated that if the committee votes and the appeal is either approved or denied, no further discussion is needed. He again reiterated that the appeals should be anonymous.

  - Michael Rivera seconded that and agreed that personal information should not be provided. He asked if residents were allowed to upload PDFs.
- Tina Mata replied yes and stated that they could also upload JPEGs.
- Michael Rivera asked how residents can get a status update on their appeal and whether or not the committee should encourage them to check online or give housing a call.
  - Jana Severson stated that residents can always call the Housing Office for a status update.
- Cory Stevenson suggested that all residents, who submit an appeal, be allowed to remain in their space until the appeal is reviewed by the committee. He also suggested that they be given 30 days after the review date, to vacate their space. He asked the committee for feedback.
  - Jana Severson stated that historically, this has happened.
  - Kim Ciero expressed concern regarding the suggestion. She stated that this might encourage residents to submit an appeal, for the purpose of staying longer.
  - Mark Cunningham stated that it is important to write this process down (once the kinks have been worked out) and communicate this process to the residents.
- Carson Dance asked whether or not it would be required to write notes in the notes section, after a member submits their vote.
  - Tina Mata replied that this was optional. Also, she mentioned that members could go back in and change their vote as many times as they wanted to. This can be done until a decision is made to approve or deny the appeal.
- Michael Rivera stated that he likes the interface. He asked whether there was a formal criterion for approval. Is there currently a threshold that needs to be surpassed in order for an appeal to be approved or denied?
  - Mark Cunningham stated that the committee will have to determine the threshold. If the committee wants, Tina Mata could configure the process so that all members could view each other’s vote and comments. He originally wanted each member to log on, view the appeal, think it over, and cast an unbiased vote. But, if the committee feels that it would be beneficial to see everyone else’s vote, it can be done.
- Cory Stevenson shared the reservations he had regarding the electronic appeals process. He stated that in the past, a discussion was always needed because the appeal was never approved or denied right away. Also, he stated that he’s seen committee members enter the discussion with one vote in mind, and leave the discussion with another. He suggested that this process be used as an unofficial vote.
  - Emily Elizabeth Goodman stated that if someone felt strongly about an appeal, it could be placed on the agenda and discussed at the next meeting.
  - Cory Stevenson suggested that the resident not be contacted until the votes are brought up at a meeting and discussed. The decision should be finalized at a meeting.
  - Mark Cunningham reiterated that if a member feels strongly about an appeal, they are welcomed to step up and advocate for it.
  - Kim Ciero thinks this electronic process is a good start and the committee should try it and change what they think needs to be changed.
  - Mark Cunningham stated that this process is not a perfect model. He would like the committee to try it out and provide feedback at the next meeting. If it isn’t working the way the committee wants, changes can be made. It is meant to be an interactive process.
  - Emily Elizabeth Goodman suggested the threshold be set at 2/3. If an appeal does not get 2/3 vote to approve or deny, it needs to be discussed.
    - Shana Slebioda asked what the threshold was in previous years.
      - Emily Elizabeth Goodman stated that it was 50%+1.
- Tina Mata stated that once the decision has been made to either approve or deny an appeal, the remaining part of the process is manual. The resident is sent a letter of approval or denial.
  - Mark Cunningham explained that standard letters will be used to notify the resident of approval or denial of their appeal.
- Tina Mata explained that all committee members will have 3 days to vote. If any member does not vote in time, the co-chairs will receive a notification.
- Cory Stevenson asked if the purpose of this new process is to save the committee’s time.
  - Mark Cunningham stated that the process is intended to save the committee and resident’s time.
- Cory Stevenson stated that residents have complained to him about the length of the appeals process. He asked if there was a way to speed up the process in the front end (before it reaches the committee).
  - Katie Knoll explained that this will depend on if the housing office needs more information from the resident. It also depends on the type of information needed (whether it is information from another department or another office). She stated that often times the Housing Office requests more information and does not hear back from the student right away.
  - Mark Cunningham stated that there is a three day window for each appeal. The goal is to review these and get back to the residents as soon as possible.

- Cory Stevenson asked if the committee was going to receive an email, every time an appeal is submitted. He expressed concern because historically, there are a lot of appeals submitted over the summer.
  - Tina Mata stated that it was up to the committee to decide how they would like to be notified.
  - Rafael Acevedo suggested that a report system be created, similar to the one done by Windi Sasaki last year via excel.

Mark Cunningham and Emily Elizabeth Goodman announced that they will not be attending the next meeting on February 13, 2013. He asked the committee if they would still like to meet.
- Rafael Acevedo suggested that the committee still meet and keep the momentum going.
- Mark Cunningham stated that the committee will be provided with information prior to the meeting.
- Emily Elizabeth Goodman asked if the committee was intending to make decisions on appeals next week.
  - Mark Cunningham said no. The appeals that are currently in the queue are not time sensitive. The process needs to be tested before it can be put into action. The process can be altered so that it can work for everyone. He urged the committee to try it and provide feedback at the next meeting.

Meeting adjourned at 2:35pm. The next meeting will be on Wednesday, February 13, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
MEMBERS PRESENT: RAFAEL ACEVEDO
CARSON DANCE
LISA DIEU
LINDSAY FREEMAN
TANESHIA HIGGINS
RUSSELL KING
KATIE KNOLL
MICAH MANARY
SHANA SLEBIODA
CORY STEVENSON
PA CHIA VUE

MEMBERS ABSENT: SONHA CASTELLI
KIM CIERO
MARK CUNNINGHAM
EMILY ELIZABETH GOODMAN
MICHAEL RIVERA
MARY BETH WARD

GUESTS: TINA MATA
JANA SEVERSON

Acting Co-Chairs for this meeting were Jana Severson and Cory Stevenson.

Rafael Acevedo suggested that name tags be made for each member of the committee to help with the learning of names.
- Pa Chia Vue will bring them to each meeting.

Meeting Minutes
- Jana Severson asked if there were any changes or corrections to the minutes.
  o Lisa Dieu stated that Ramon Aldecoa should be removed from the “MEMBERS ABSENT” section of the minutes. She will be attending the meeting in his place.
  o BJ Barclay has retired from the university. BJ should be removed from the meeting minutes as well.
    ▪ Pa Chia Vue will make the corrections and repost the minutes.
- Cory Stevenson suggested that the approval of meeting minutes be postponed until more committee members are present.

Electronic Appeals Process
- Jana Severson asked the committee if they had an opportunity to test the electronic appeals process and asked for feedback.
  o Rafael Acevedo thought the process was clean and easy. He suggested adding a “next” and “previous” button to the bottom of the screen, next to the “back to appeals list” button.
  o Carson Dance stated that there was an appeal on the list where a PDF did not display correctly.
    ▪ Tina Mata asked what browser she used to view the PDF.
      ▪ Carson Dance stated that she used Safari.
        ▪ Tina Mata asked the committee if anyone else was using a browser other than Internet Explorer.
          ▪ The committee listed Chrome and Firefox.
- Rafael Acevedo asked if the committee would be able to see the voting results after all the votes have been casted.
  - Jana Severson stated that the process is currently set up so that only the co-chairs can see the results. She asked if the committee would like to see the results too.
    - Cory Stevenson believes it would be useful to see the other committee members’ votes.
    - Lisa Dieu disagreed. She doesn’t think the members should see each other’s votes because it might sway the votes.
    - Carson Dance stated that the results should only be visible after the voting has closed. She doesn’t think it is necessary to see the results beforehand.
    - Micah Manary suggested that the co-chairs report the voting results at the meetings.
    - Taneshia Higgins suggested that the committee members have the ability to view each other’s notes. She believes this might be helpful.
    - Rafael Acevedo disagreed. He stated that the purpose of this process was to avoid bias and for each member to cast an objective vote.
    - Russell King stated that each member’s initial vote should be unbiased and without any influence from the other committee members. When the results are announced at the meeting, the appeal can be discussed. He reiterated that any appeal can be discussed if a committee member wishes.
  - Jana Severson shared that it was very easy for her to go in as a resident to submit an appeal.
  - Russell King felt the process was very easy to use as well.
  - Tina Mata stated that the only thing she hasn’t adjusted is the voting threshold. She asked the committee what the threshold should be.
    - Cory Stevenson doesn’t believe the threshold is significant. He stated that the co-chairs should announce the voting results at the meeting and the final decision should be made at the meeting by the committee.
    - Rafael Acevedo agreed that the co-chairs should present the results and the committee should make the final decision. He asked if there should be other voting options, other than appeal, deny, and abstain.
      - Cory Stevenson shared that in the previous year, there were a lot of conditional votes or votes to approve or deny based on certain conditions.
      - Rafael Acevedo suggested adding the following options: “more information requested,” and “more discussion needed.”
        - Russell King stated that all committee members are able to do this in the notes section. If more information is needed or if further discussion is desired, the committee member should note it there.
      - Katie Knoll asked if the committee has ever approved only part of an appeal.
        - Cory Stevenson stated yes. The committee has, in the past, approved only part of an appeal or has approved an appeal only if certain information could be provided.
      - Shana Slebioda asked why a committee member would choose to abstain.
        - Cory Stevenson stated that a member could choose to abstain if they were undecided, uncomfortable, or unconvinced about an appeal. This option allows the member to cast a vote, without having to decide whether or not to approve the appeal.
        - Rafael Acevedo urged the committee to do their best to either deny or approve an appeal. Always choosing to abstain is not helpful.
        - Taneshia Higgins agreed and stated that this is not the right committee to be on, if a member is continually going to abstain from all decisions.
  - Jana Severson asked the committee whether or not they wanted to see the appealer’s personal information.
- Cory Stevenson stated that he doesn’t think there is an issue with having that information available.
- Rafael Acevedo reiterated that he believed the committee should be objective. He does not believe the information makes the decision easier and doesn’t think it’s needed.
- Micah Manary agreed and stated that he too didn’t believe the information was important, nor did he believe the committee would need it.
- Tina Mata asked the committee for feedback regarding what fields to keep and what to remove from the appeals form. She suggested keeping move in, move out, community, and type of appeal. All the fields below that will stay on the form as well.
  - Rafael Acevedo asked if there was a minimum dollar amount that could be appealed.
    - Jana Severson said no. She stated that any dollar amount can be appealed.
  - Cory Stevenson suggested the following fields: academic department, academic start date, and whether the resident is a masters or PHD student. He stated that this information has been useful in the past.
    - Carson Dance stated that she doesn’t know if the academic department would be useful.
    - Cory Stevenson clarified and stated that he believed the academic department would be useful if, for example, the committee noticed an inordinate amount of appeals coming from one specific department. With this information, the committee would be able to research the issue.
    - Jana Severson agreed and stated that, for example, the School of Medicine has a different start date than some of the other departments. This information might be useful when considering an appeal.
    - Lindsay Freeman suggested the form ask for “Professional Degree” and “Department.”
    - Carson Dance believes the fields might not be necessary. If the information is relevant, the resident will provide it in the appeal.
    - Jana Severson suggested providing instructions on the form, in the “Please Explain” section, regarding the information that should be included.
    - Katie Knoll stated that if a resident does not provide their move in or move out date, the Housing Office will provide it.

- Cory Stevenson suggested that appeal examples (what has not been approved in the past) be provided as well.
- Cory Stevenson asked if a resident, who has already graduated, would be able to access this form. He inquired about whether or not their PID would still be active.
  - Rafael Acevedo stated that they should still have access to the form and their PID and PAC will still work.
  - Cory Stevenson suggested providing information regarding who to call/contact if a resident is having issues or is unable to log in.

- Lisa Dieu asked for clarification on the electronic appeals process. She asked if the resident receives a notification, once the appeal is denied by the Housing Office and forwarded to the committee for review.
  - Cory Stevenson stated that he believes the resident should not get a response until a decision has been made.
  - Jana Severson asked Tina whether a notice could be generated and sent to the resident to inform them that the appeal was denied by the Housing Office and is now being forwarded to the committee for review.
    - Tina Mata said that this was possible.
    - Katie Knoll suggested the following verbiage: “Your appeal has been forwarded to the Advisory Committee for further review.”
    - Cory Stevenson suggested adding a sentence, asking them to “please be patient, as your appeal is being reviewed.”
    - Rafael Acevedo suggested providing a specific time frame, i.e. a month, so the resident is aware of how long the process may take.
- Tina Mata asked whether or not the committee would still like her to add a degree field on the form.
  - Carson Dance stated that a degree drop down would be useful. Other information can be requested in the notes section.
- Tina Mata stated that she will make the changes and will let the committee know when they can log on and test the process. She also suggested that the committee visit the “resident side” of the process as well.
  - Cory Stevenson asked how the resident will be notified if more information is needed.
    - Tina Mata stated that the Housing Office will notify the resident. Until a final decision is made, residents can continue to upload information.
    - Rafael Acevedo asked for clarification – once the appeal is forwarded to the committee, will the resident be able to log back in and add information or alter their form?
      - Tina Mata said yes. She asked whether the committee wants to be notified if something is changed or if more information is provided.
        - Rafael Acevedo stated that the co-chairs should be notified that a change has been made.

Wireless Connectivity
- Cory Stevenson shared that the wireless connectivity options were presented to GSA. A resolution was submitted and heavily passed. The resolution stated that the wireless connectivity idea should be dropped and all further investigations terminated.
  - Carson Dance also stated that the resolution asked for a refund of the $80,000.
- Cory Stevenson motioned to terminate searching for wireless connectivity in the community and laundry rooms and also to begin discussion on how to refund the $80,000 back to the residents.
  - Micah Manary seconded the motion.
  - Carson Dance stated that there needs to be a motion to decide to vote on the issue. Also, she suggested the committee discuss, before voting, whether or not they want to manage a refund.
    - Rafael Acevedo asked if anyone had a copy of the resolution and if a copy could be provided to the committee.
      - Carson Dance stated that she has a copy of the resolution and can send it to each member of the committee.
    - Cory Stevenson stated that once the committee has determined how the refund will be distributed the solution can be brought back to GSA. He suggested finding out who has moved in and who has moved out.
      - Carson Dance asked if the $54 should be refunded in July, after it’s been fully collected.
        - Jana Severson suggested that the refund be issued sooner.
      - Carson Dance stated that the committee will have to address the issue of over and under refunding since residents have moved in or out throughout the year (and will continue to do so).
      - Cory Stevenson suggested not refunding the $80,000 and instead using the funds for something else.
        - Rafael Acevedo suggested using the funds for renovation projects this year.
        - Lindsay Freeman stated that GSA will be upset if the money is not refunded. She suggested refunding half the funds now and $4 each month until the entire amount has been refunded.
          - Jana Severson asked the committee to also weigh the administrative costs, when coming up with a solution. HDH is happy to do it, but the committee should consider all aspects of the solution.
      - Cory Stevenson suggested again that the committee find out how many people have moved in and how many have moved out.
        - Micah Manary is unsure about how this information will aid the committee in determining a refund solution.
      - Russell King suggested having two refund dates – March 1 and June 30. On March 1, the funds that have been collected to date should be refunded. Then on June 30, the remainder will be
refunded. This solution refunds whoever is currently living in the space. The majority of the funds will be refunded by March 1. If a resident moves out before the second refund date, they will only lose $12. This solution allows the committee to respond to GSA's request and get funds to the residents as quick as possible. On the administrative side, there will only be two disbursements to focus on.

- Taneshia Higgins asked if the refund will be via paper check.
  - Cory Stevenson stated that the refund should be a rent credit.
  - Jana Severson stated that the refund will be a rent credit.
- Carson Dance stated that she is not attached to the idea of issuing a rent credit. Since the funds were earmarked for Mesa, she suggested it be used on improvements at Mesa.
  - Lisa Dieu asked if residents were informed of how the $80,000 was to be spent.
    - Cory Stevenson stated that residents were not provided with an itemized list of what the $80,000 was to be used for.
    - Jana Severson stated that residents were told in the annual rent notification letter that $80,000 was to be earmarked for Mesa.
  - Cory Stevenson asked Carson Dance if she had any suggestions about what the funds could be used for.
    - Carson Dance stated that she doesn't have anything particular in mind. She believes the funds should be used for improvements at Mesa, since that was what it was earmarked for.
    - Lisa Dieu suggested getting e-locks for the community rooms.
  - Jana appreciated the suggestions but expressed concern because GSA asked that the $80,000 be refunded back to the residents.
    - Lindsay Freeman agrees and stated that GSA was adamant about refunding the $80,000.
    - Rafael Acevedo suggested that these options be brought back to GSA for further discussion.
    - Micah Manary suggested the $80,000 be refunded. If the committee still wants to pursue improvements at Mesa, this should be separate from the $80,000.
    - Carson Dance asked if HDH could ask someone to research what $80,000 could do for Mesa.
    - Rafael Acevedo suggested that the committee be research what the funds could be used for, potential projects, etc.
    - Carson Dance reiterated her request to have someone research the different options available and asked if they could do a presentation at next week's meeting.
  - Jana Severson asked the committee to speak with their constituents to get ideas about what the funds could be used for, potential projects, etc.
  - Cory Stevenson stated that he too, paid the rent increase as well and suggested that the funds be used on an improvement/addition at Mesa that will benefit the entire ARCH community as a whole.
  - Micah Manary reiterated that the $80,000 should be refunded back to the residents. He is not opposed to hearing about new projects, but doesn't believe they should use the same $80,000.
    - If the $80,000 is ultimately refunded, Carson Dance stated that Russell King’s refund solution is the best plan.
- Carson Dance motioned to vote to jettison pursuit of wireless connectivity in the laundry rooms and community rooms.
  - Micah Manary seconded the motion.
  - Motion passed: 7-0-1.
- Micah Manary expressed concern regarding the proposal to seek alternative solutions for the $80,000. He is concerned that the pursuit may take too long and the committee may miss the first proposed refund disbursement (March 1).
- Carson motioned to vote on researching options for the $80,000.
  - Lisa Dieu seconded the motion.
  - Motion passed: 5-3-0.
  - Jana Severson asked if the committee had any suggestions or guidelines as to what they would like the funds to be used for.
    - Cory Stevenson suggested something community oriented.
    - Carson Dance told Jana Severson that she would send her a list of possible options.
- Cory Stevenson asked if the committee could be told of when the internal deadline for the approval of the budget is.

Meeting adjourned at 2:33pm. The next meeting will be on Wednesday, February 20, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
MEMBERS PRESENT:  KIM CIERO  
MARK CUNNINGHAM  
CARSON DANCE  
LINDSAY FREEMAN  
EMILY ELIZABETH GOODMAN  
TANESHA HIGGINS  
RUSSELL KING  
KATIE KNOLL  
MICHAEL RIVERA  
SHANA SLEBIODA  
CORY STEVENSON  
PA CHIA VUE  

MEMBERS ABSENT:  RAFAEL ACEVEDO  
LISA DIEU  
MICAH MANARY  
MARY BETH WARD  

Mark Cunningham thanked those who filled in last week while he was out. As requested by the committee, he went over possible options to refund or re-purpose the funds collected for the wireless connectivity project.  
- Option 1 refunds the residents $40.50 on March 1 and $13.50 on June 1.  
  - Cory Stevenson provided background and stated that the resolution passed by GSA requested the funds be returned to the resident. He stated that all other options have yet to be presented to GSA.  
  - After reading the resolution, Russ King stated that it was very straight forward and clearly asked for the funds to be returned to the residents.  
  - Kim Ciero asked if the resolution mentioned how the funds should be returned.  
    - Cory Stevenson said no and stated that this was up to the committee.  
      - Kim Ciero asked whether or not GSA would be closed to other options.  
        - Carson Dance stated that the GSA resolution was posed many months ago due to the confusion and frustrations felt by the residents, not knowing the status of the project and what had been done up to that point. She explained that the original text asked for a decrease in rent. Once GSA was informed of the details, it was decided that residents should be refunded the money. She does not believe the funds should be returned to the residents and
that the committee should consider the other options on the table.

- Mark Cunningham stated that the committee has to decide what it wants to do with the funds. This committee provides recommendation to the Chancellor and Vice Chancellor. Both are waiting for a decision on this matter. If the committee decides to refund the funds as described in option 1, March 1 is two weeks away. The committee has received input from GSA and needs to move forward and make a decision.

- Option 1a is a variant on option 1. Instead of two refund dates, option 1a suggests a full refund of $54 on March 1.

  - Carson Dance asked whether this option would be possible since the funds have yet to be fully collected.
    - Mark Cunningham stated yes. He explained that the budget is an operating budget, so this option is possible. He addressed the concern regarding residents that have moved in or out midyear and stated that there is very little that can be done about that. He also shared that the occupancy in ARCH typically runs at 98-99%, so the number of people who have moved in or moved out this year is small. This option refunds the money quickly and is in alignment with what GSA is asking for in their resolution. This option would show that the committee is making decisions in a timely manner, using the input received. He stated that option 1a will cost less than option 1 since there is only one refund date, instead of two.
    - Kim Ciero asked why March 1 was selected.
      - Mark Cunningham stated that the date was tied to the billing statement date.
      - Kim Ciero asked if it mattered if the date was changed to March 15.
        - Mark stated that it would be up to the committee.

- Option 2 provides each apartment with a triton cash card in the amount of $54. Residents can then use the funds for laundry, bookstore, or price center, etc. This option provides the resident with a tangible object and physically places the $54 credit in their hands.

  - Michael Rivera asked if the purpose of this option was to provide a convenience for the resident or if it served the purpose of funneling funds back to UCSD.
    - Mark Cunningham stated that this option is simply another solution that lets the resident use the funds how they want to.
    - Shana Slebioda asked if there would be an advantage to this option.
      - Carson Dance thinks the main purpose of this option is to give the residents something they can see and use.

- Option 3 suggests carrying forward the $80,000 as a one-time income line item for 13-14 to offset expense increases to benefit all 2013-2014 residents.

  - Mark Cunningham pointed out that his option only benefits 2013-2014 residents.
- Option 4 will take a current common room (or rooms) and outfit it with fitness equipment. An e-lock would be installed (which would cost approximately $650 per door) to allow easy access throughout the day and no further need to check out keys.
  - Mark Cunningham shared that this option is based on feedback received from Rita residents. The fitness room in Rita is used a lot and is very convenient for residents.
  - Michael Rivera shared that residents are required to check out keys for the common rooms because chairs were stolen.
    - Mark Cunningham stated that card access will allow Housing to track who goes into the common room and who the last person in the room was.
- Option 5 will take a current common room (or rooms) and outfit it with updated furniture or other ways that would value add.
- Mark Cunningham asked the committee for thoughts.
  - Cory Stevenson stated that option 2 is useless. He is of the opinion that some residents would like their money back. He stated that if the committee wanted to go with option 4, OMS and Mesa would be prime candidates since they are the farthest from Rimac. His only concern is whether or not there is enough space for the fitness rooms. He asked how much money was in the reserves. He remembers putting funds into reserves two years ago. None was put into the reserves last year.
    - Kim Ciero asked for clarification on reserves and is unsure of its relevance to this issue.
      - Mark Cunningham shared that money placed into reserves, is money that will be spent in the future for renovations or renewals.
  - Carson Dance asked if a straw poll could be taken to see what options should be taken off the table.
    - Before the straw poll, Cory Stevenson suggested a modification of option 1. He suggested refunding $40 now and saving the rest for a project.
    - Kim Ciero likes option 1 and believes it would please the residents.
    - Carson Dance stated that she is in favor of option 3. She reminded the committee that the funds were originally earmarked for an improvement at Mesa.
    - Kim Ciero stated that if this issue is not resolved, there will be a lot of disgruntled people. She believes residents will want to know where their money is, why it was not refunded, and what it is being spent on. She believes that in the long run, option 1 will be the better solution.
    - Mark Cunningham stated that once this issue is settled, the committee can move on. Discussion can begin, regarding long term plans. He suggested surveying residents to see what they need. He reiterated that the Vice Chancellor and Chancellor are looking to committee for answers.
    - Cory Stevenson shared that a straw poll was taken at GSA. Half wanted to refund the money and the other half asked if the money could be used for something else. He reiterated his suggestion to amend option 1 and
refund only $40. The remaining $20,000 can be used for an upcoming project.

- Taneshia Higgins asked how the committee will respond to GSA when asked about the funds not returned to the resident.
  - Cory Stevenson stated that the remainder is enough for a small project. His amendment refunds the resident but also provides an opportunity for a small improvement.
  - Emily Elizabeth Goodman is concerned about this option because GSA asked for the funds to be returned.
  - Cory Stevenson stated that the funds were collected for improvements. He referred back to the funds placed in the reserves a few years ago.
    - Taneshia Higgins asked if funds were placed into reserves because there hadn’t been a contribution in a long time.
    - Mark Cunningham stated that money placed in reserves will be used on a project in the future. Placing money in reserves is essentially paying it forward.
  - Cory Stevenson reiterated that he believed a refund would be insignificant.
    - Russ King stated that the committee should consider GSA’s resolution because it was very clear in providing instruction regarding the funds. He also asked the committee to consider how decisions will be perceived by GSA, the residents, and the public. These people will not have had the benefit of being part of the discussion process, either within the advisory committee or at the GSA meeting. He pointed out that a resident will only see the resolution passed by GSA and what the committee decided, after it received the input. He stated that there is a lot of frustration with the wireless connectivity project. He is concerned that these frustrations will be escalated if the committee does not listen to GSA’s resolution. He shared that he is a big supporter of projects but is concerned about how this resolution will be perceived.

- Kim Ciero motioned to adopt option 1a.
  - Michael Rivera seconded the motion.
    - Motion passed: 5-2-0.

Electronic Appeals Process
- Mark Cunningham stated that there are currently nine appeals to review. He asked the committee if they would like to review all nine or start with one.
  - Cory Stevenson thinks it would be good to do all nine appeals. He suggested that the nine appeals be discussed in the next meeting as well. He also suggested that the fake appeals be removed from the list of appeals.
    - Michael Rivera suggested creating guidelines for appeal review if reoccurring themes come up.
- Mark Cunningham asked the committee to think about the quality of life in the communities and what they would consider to be a value add.
- Kim Ciero shared that she hopes this committee can move forward and not backtrack so much.
- Mark Cunningham stated that it will be up to the committee to decide if they want to change levels of service. He stated that he will bring forward the best case, lowest rate possible scenario. He asked the committee to be thoughtful of time and getting through decisions. He wants to use this year as a steady state year.
- Michael Rivera suggested taking different aspects of a topic and discussing them in turn. Once discussion is complete, the committee should not go back.

Cory Stevenson asked the committee if there is any other business to discuss.
- Lindsay Freeman asked for a status update on the Mesa left turn lane.
  - Mark Cunningham stated that he will be bringing in experts (like the project manager) to provide the committee with an update. He reminded the committee that there needs to be a discussion about the I-5 widening project as well. His goal is to bring in the team to provide background, so the committee can discuss its impact.
    - Cory Stevenson asked if this was already scheduled.
      - Mark Cunningham said no. He stated that the committee still has some stuff to get done. Once the committee is done with discussing and testing the appeals process, we can move on to the next set of items.
- Shana Slebioda asked when the budget needed to be approved.
  - Mark Cunningham said before July 1, but also reminded the committee that ample time is needed to provide notice.
    - Kim Ciero asked Mark Cunningham what the best and worst case scenario would be to get the budget done.
      - Mark Cunningham stated that he would like the budget done at the end of this quarter.
- Michael Rivera asked if this year’s budget will be used as the point of reference.
  - Mark Cunningham explained that he will highlight what goes up in red and what goes down in blue. He stated that this will be a flat year. This will give the committee an opportunity to focus on the items it would like to focus on and look at future plans strategically. He shared that he would like this committee to have a 10 year plan, like UG. He stated that he will provide the committee with a pie chart that will break down the individual pieces of the budget. This chart will also show what is untouchable. He stated that what needs to be done is the placing of items back in order and in a way that is respectful to the resident.

Meeting adjourned at 2:30pm. The next meeting will be on Wednesday, February 27, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
MEMBERS PRESENT: RAFAEL ACEVEDO
                   KIM CIERO
                   MARK CUNNINGHAM
                   CARSON DANCE
                   LISA DIEU
                   LINDSAY FREEMAN
                   EMILY ELIZABETH GOODMAN
                   TANESHIA HIGGINS
                   RUSSELL KING
                   KATIE KNOLL
                   ROCHELLE LORKOVIC
                   MICAH MANARY
                   MICHAEL RIVERA
                   SHANA SLEBIO DA
                   CORY STEVENSON
                   PA CHIA VUE
                   MARY BETH WARD

MEMBERS ABSENT: NONE

Mark Cunningham stated that he had the appeals voting results and wanted to review them with the committee. He commended the committee for a job well done. He reiterated that the purpose of the electronic appeals process is to allow each member to cast an unbiased vote, based on the information provided by the student and the Housing Office.

Appeal 38
- Mark Cunningham shared the online electronic appeals voting results: 6-2-6
- Rafael Acevedo motioned to vote on the appeal.
  o Mary Beth Ward seconded the motion.
    ▪ Appeal granted with 12-1-1 vote.

Appeal 29
- Mark Cunningham shared the online electronic appeals voting results: 1-8-5
- Carson Dance motioned to vote on the appeal.
  o Micah Manary seconded the motion.
    ▪ Appeal denied with 0-13-1 vote.

Appeal 30
- Mark Cunningham shared the online electronic appeals voting results: 0-12-2
- Micah Manary motioned to vote on the appeal.
Carson Dance seconded the motion.
- Appeal denied with 0-13-1 vote.

Appeal 31
- Mark Cunningham shared the online electronic appeals voting results: 0-11-2
- Micah Manary motioned to vote on the appeal.
  - Taneshia Higgins seconded the motion.
    - Appeal denied with 0-12-2 vote.

Appeal 33
- Mark Cunningham shared the online electronic appeals voting results: 0-10-2
- Micah Manary motioned to vote on the appeal.
  - Carson Dance seconded the motion.
    - Appeal denied with 0-13-1 vote.

Appeal 36
- Mark Cunningham shared the online electronic appeals voting results: 0-12-1
- Micah Manary motioned to vote on the appeal.
  - Russ King seconded the motion.
    - Appeal denied with 0-13-1 vote.

Appeal 35
- Mark Cunningham stated that this appeal will be reviewed at a later date.

Appeal 32
- Mark Cunningham shared the online electronic appeals voting results: 1-11-2
- Lisa Dieu motioned to vote on the appeal.
  - Taneshia Higgins seconded the motion.
    - Appeal denied with 1-12-1 vote.

Upcoming Topics
- Mark Cunningham stated that next week’s meeting will be the start of the budget process.
  - Michael Rivera asked if the committee will get to review the appropriate documents prior to the meeting.
    - Mark Cunningham stated that the committee will have plenty of time to review the information before decisions need to be made. An overview will be provided at the next meeting. No decisions will be made regarding the budget, next week.
  - Michael Rivera asked if time permits, if the committee can discuss and set up rules regarding the budget debate.
    - Mark Cunningham said yes. He stated that the 2012-2013 budget is already available on the Box. He will show the 2012-2013 and 2013-2014 budgets side by side and answer any questions the committee may have.
Lisa Dieu asked if there will be a Q&A at the end of next week’s meeting.
  - Mark Cunningham said yes. He stated that he will show the budget in the form of a pie chart. He will indicate what items are actionable and which ones are not.
- Carson Dance asked what the process is to change the pet policy at Mesa.
  - Mark Cunningham said that he will add this to the list of items to discuss at a future meeting. He has example pet policies that he can bring to show the committee.

Meeting adjourned 2:25pm. The next meeting will be on Wednesday, March 6, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
Associated Residential Community Housing (ARCH) Advisory Committee
March 6, 2013

Members Present: MARK CUNNINGHAM
                   LISA DIEU
                   TANESHIA HIGGINS
                   MARY BETH WARD
                   RUSSELL KING
                   CARSON DANCE
                   MICHAEL RIVERA
                   CORY STEVENSON
                   EMILY ELIZABETH GOODMAN
                   SHANA SLEBIODA
                   ROCHELLE LORKORIZ
                   KIM CIERO
                   MONA POWELL

MEMBERS ABSENT: SONHA CASTELLI
                 MICAH MANARY
                 KATIE KNOLL
                 RAFAEL ACEVEDO
                 LINDSAY FREEMAN
                 PA CHIA VUE

Appeal 35
- Mark Cunningham shared the electronic voting results: 4-6-3, 2 did not vote.
- Cory Stevenson motioned to vote on the appeal and the motion was seconded.
  o Appeal denied with 1-8-1 vote.
  o Committee recommended the student get on the waitlist now.

Appeal 42
- Mark Cunningham shared the electronic voting results: 1-4-5, 5 did not vote.
- Carson Dance motioned to postpone voting until more information is provided.
  o Russell King seconded the motion.
    ▪ Motion approved with 10-0-0 vote.

Appeal 44
- Mark Cunningham shared the electronic voting results: 0-10-1, 4 did not vote.
- There was a motion to vote on the appeal.
  o Michael Rivera seconded the motion.
    ▪ Appeal denied with 0-9-1 vote.

Overview of Housing Portion of 2013-14 Budget
- Mark Cunningham went over the 2013-14 budget. He stated that the goal is to minimize the
  increases for the residents. This budget calls for the same level of service that is currently in
  place now. It maintains the current career staff and anticipates the possible increases with
  regard to pending union contracts. He stated that this committee will need to think about what
is needed and where it would like to go from here. He believes the committee can come up with some long term solutions.

- **Carson Dance** asked what CX was?
  - Mark Cunningham stated that CX is the clerical union. SX is the custodial union and K6 or SETC is the skilled mechanic’s union.

- **Mark Cunningham** stated that this committee is charged with two items:
  - First, a change in levels of service. HDH is not promoting any changes but this committee, out of discussion, can propose changes to level of service.
  - Second, to recommend rental rates to the Vice Chancellor and Chancellor. Then the rates get sent to the Regents.

- **Mark Cunningham** stated that 2013-14 will be used as a base year to work on core values and services. He stated that the committee should respect what prior committees have done. These past committees put a lot of effort into what was discussed and should be respected. If the committee continues to take the rates apart and put them back together, it will be very difficult for current residents.
  - Taneisha Higgins shared that when she first joined the committee, there was a long waitlist for MESA but there were vacancies at OMS and she believes it was because the rates were so far apart.
  - Kim Ciero stated that the rate structures are meant to stay for a few years and are not to be revised every year. This should only happen if there are major changes to the waitlist or a new housing project.
  - Mark Cunningham stated that the committee should use this year’s rates as the baseline and create a standard formula that can be used from this point on. The formula could be a tool that the committee could use to explain the change in rates. The committee should be able to answer these questions, if asked by the residents.
  - Emily Elizabeth Goodman suggested holding town halls and making any other attempts necessary to get input from the community. She believes the rates should be based on community input, not just the committee input.
    - Mark Cunningham stated that there are a lot ways to obtain input electronically, such as surveys.

- **Mark Cunningham** spoke to Vice Chancellor Relyea and both agreed on a fee freeze for this year only. He stated that these fees are formula driven. The freeze means that the fees for 2013-14 will be the same as the 2012-13 ones.

- **Emily Elizabeth Goodman** asked if the budget will include the wireless connectivity cost that was built into the rent for 2012-13.
  - Mark Cunningham said yes.

- **Lisa Dieu** asked what Emily Elizabeth Goodman was referring to when she asked about the wireless project.
  - Emily Elizabeth Goodman stated that the wireless connectivity project was what the $80,000 was collected for (the same $80,000 that was refunded in early March). It was built into the housing rate for 2012-13 and is built into the 2013-14 rate.
  - Mark Cunningham stated that the $80,000 is included in next year’s budget and offsets the increase and brings it down.

- **Mark Cunningham** stated that he is not aware of any proposed changes to the shuttles at Mesa. He shared that HDH does provide funding for that.
  - Cory Stevenson asked if there is a line item on the budget for shuttles.
    - Mark Cunningham said yes and said that it should say “bus.” He has not been approached about the shuttle or about increasing payment.
- Carson Dance asked if a representative from Transportation can be invited to attend the meeting when it is time to talk about shuttle routes.
  - Mark Cunningham stated that items like these can be discussed once the budget is set. At that point, the committee can start thinking about what people want, the frequency they want it, and in the most cost effective way. If the item is a core value for the committee, it should be discussed.
  - Carson Dance clarified and stated that she’s not asking for more services but would like to talk about the current routes.
- Mark Cunningham asked the committee if it would be valuable for a resident to enter into a contract and be told up front what their rates will be for the next two years.
  - Emily Elizabeth Goodman shared that she lives in an off campus apartment that has fixed rates.
    - Mark Cunningham clarified and stated that the rates do not have to be the same. There could be an increase in the second year, but the resident will know that before entering into a contract.
    - Cory Stevenson states that this is dangerous from a budgeting stand point because residents are moving in at different times and having fixed rates.
    - Mark Cunningham stated that the rates could be different and that would not be unusual. He asked the committee if there was a new way to think about this so that a resident will know their rates for a period of time. It would require a commitment from colleagues to be able to lock in the budget and give a 2 year budget to the committee. If residents are aware of the cost, they can make a good decision and ensure they can budget for it.
- Lisa Dieu states that most residents expect an increase every year.
  - Mark Cunningham asked the committee if they believe that knowing ahead of time would make the residents feel better. He is not saying that there will not be an increase. The resident would be cognizant of this rate, for the time they will be living on campus.
- Michael Rivera suggested that history and what was discussed be recorded in the bylaws.
- Mark then introduced the 2012-13 and 2013-14 budgets, side by side, showing a budget with zero increase.
- Mark Cunningham stated that if the committee wants to add anything in, it is up to them.
- Cory asked how Mark was able to get maintenance to go down to 20%.
  - Mark Cunningham pointed at Russ King and shared that he walks the grounds with them every day.
- Taneshia Higgins asked about the trees because she thought they were on a cycle.
  - Mark Cunningham said that trees are on a cycle but we will be taking a break next year. But, if a tree falls down, the issue will be addressed immediately. Taking a break will give the committee a chance to look at everything as a whole and possibly in a different way.
- Shana Slebioda inquired about the campus service assessments and was confused because she thought they were frozen.
  - Mark Cunningham stated that these assessments were different from the ones he referred to earlier in the meeting. There are many direct assessments to many different locations. He stated that he wants the committee to take a look at the proposed budget. Next week, the committee will explore each area, detail by detail. He stated that he is not saying that the trees do not need to be trimmed. He wants this year to be a base year and to give the committee an opportunity to come up with a plan for the
future. If any committee member has any questions, he asked that they send him an email.

- Cory Stevenson asked if Mark Cunningham was going to post the budget.
  - Mark Cunningham stated that he will post the budget but does not want the information passed out until the committee has had an opportunity to review it and discuss it.
  - Kim Ciero asked about the $80,000 listed in the budget under income.
    - Mark Cunningham stated that the $80,000 is in the income section because there are no expenses attached. It is just income and it’s in the rent. He reiterated that the committee will get a chance to go through the details next week.

- Lisa Dieu asked how long the budget process usually takes.
  - Kim Ciero said the process usually takes a few months, from January to March.
  - Cory Stevenson shared that it took a month and a half last year from the time the committee was provided with the proposed budget.
  - Taneisha Higgins stated that last year’s budget took a while because the committee had to figure out a way to make up a 4% deficiency, so there was a lot of debate.

Meeting adjourned. The next meeting will be on Wednesday, March 13, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
Members Present: RAFAEL ACEVEDO
KIM CIERO
MARK CUNNINGHAM
CARSON DANCE
LISA DIEU
LINDSAY FREEMAN
EMILY ELIZABETH GOODMAN
TANESHIA HIGGINS
RUSSELL KING
KATIE KNOLL
MICHAEL RIVERA
CORY STEVENSON
SHANA SLEBIODA
PA CHIA VUE

MEMBERS ABSENT: SONHA CASTELLI
ROCHELLE LORKOVIC
MICAH MANARY
MARY BETH WARD

Mark Cunningham stated that although there are appeals pending, he would like the committee to focus on the budget first. He reiterated that the proposed budget is a zero increase budget (i.e. the 2012-13 rates will become the 13-14 rates). This budget provides a base level service for 2013-14. After the budget is done, he stated that he would like the committee to focus on rebuilding priorities. He then asked the committee to look at the proposed budget and asked for thoughts.

- He stated that 99% of income is from rent and would like the committee to think about other opportunities for income. As an example, he stated that the committee could suggest raising laundry rates. He stated that he would not recommend it (but wanted to provide it as an example).
  o Cory Stevenson stated that raising laundry would not be a good idea. Laundry prices went up last year and residents were not happy about it.
  o Emily Goodman agreed and stated that raising washing and drying rates is something that people are not ok with.
- Taneshia Higgins asked about the increase in late fees and how that number was derived.
  o Mark Cunningham stated that the number is based on actuals trued up to January 2013.
  o Cory Stevenson shared that occasionally stipends are delayed and wanted to make sure HDH was aware of that. This may be a reason why payments are late sometimes.
  o Katie Knoll shared that there are deferments available if this happens. She stated that residents need to notify the Housing Office as soon as they know. She also stated that residents can waive one late fee a year.
  o Carson Dance stated that residents need to be proactive and approach the Housing Office before the rent due date.
  o Mark Cunningham stated that residents may not know that they have a deferment option and reiterated how important it was for this committee to spread information amongst the community.
- Cory Stevenson asked if the committee could see the 2010-11 and 2011-12 budgets, to see the trend over time. He stated that these budgets combined could be used to show possible future increases.
  - Mark Cunningham stated that he would like the committee to think about whether or not they would like to forecast future costs and increases. He wants the committee to think about future plans and projects.
- Rafael Acevedo asked if the committee could discuss the Customer Service Center increase.
  - Mark Cunningham shared that the Customer Service Center does approximately 30,000 work orders a month. In 2012-13, the Customer Service Center changed its hours to 24/7. The increase in cost accounts for the change in hours. In the past, HDH would pay the police department to take the customer service phone calls when the center was closed and started noticing that more phone calls were starting to come in. The change in hours allows HDH to have staff available that can address the issues as soon as possible. It also allows HDH to do routine maintenance outside of peak times.
    - Cory Stevenson asked what percentage of FTE is being paid for CSC.
      - Mark Cunningham stated that he will find out.
- Rafael Acevedo asked about the proposed decrease in supplies and equipment.
  - Mark Cunningham shared that this number is derived using a formula. He mentioned that this reduction is also a result of the Customer Service Center change in hours and HDH no longer needing to pay the police and dispatch to take phone calls at night.
- Carson Dance asked about cable TV and what it was referring to.
  - Mark Cunningham stated that some facilities get that service (i.e. Single Grad)
  - Cory Stevenson asked if the service was from Time Warner.
    - Mark Cunningham said yes.
      - Cory Stevenson was just curious because he shared that when he was an undergraduate, the service was from a different provider.
  - Carson Dance asked if it was necessary to have cable TV in Single Grad and asked if the option could be eliminated.
    - Michael Rivera stated that cable TV might be an incentive to live at Single Grad.
    - Mark Cunningham stated that Carson Dance’s question was a fair one. He stated that these are the questions that should be taken out to the communities for input. Residents should be asked whether or not they want the service. He stated that some may not even know they are paying for it. He would prefer that HDH be as transparent as possible and urged the committee to seek community input and find out if this service is important to them.
  - Carson Dance asked if residents can subscribe to cable on their own.
    - Mark Cunningham said no. He stated that they can have satellite. The cable service is part of UG Housing and Single Grad got what they got. He stated that the committee needs to start thinking about the services that are needed and those that are not.
    - Rafael Acevedo pointed out that they have housekeeping as well.
    - Mark Cunningham stated that if the committee decided to eliminate this service, they could. Residents would have to be notified in advance and this can be done via the newsletter. Also, alternative options can be provided for these residents.
- Emily Goodman said that Single Grad having cable TV is similar to Mesa having a shuttle. All residents pay for the shuttle, even though the shuttle is primarily used by Mesa residents. She asked the committee to keep that in mind.
- Carson Dance stated that if cable TV is not utilized by the residents, it could possibly be eliminated from the budget.
- Cory Stevenson stated that this committee should not get to the point where “each complex fends for itself.” All communities and residents should be considered when any decision is made.
- Mark Cunningham stated that 2013-14 should not be the year that this change is made. He stated that there needs to be a dialogue with the residents about whether or not this service is important. And, if it is decided that the service is going to be eliminated, the residents need to be noticed. The residents do have other options, but they would have to seek these on their own.
- Rafael Acevedo asked about the decrease for trash removal and recycling.
  - Mark Cunningham stated that this was an amount given for what the proposed cost for 2013-14 would be.
  - Carson Dance asked if the trash removal was referring to dumpsters coming to pick up trash.
    - Mark Cunningham said yes.
- Emily Goodman asked about S&E under Resident Services.
  - Mark Cunningham stated that this was based on the cost for apartment and carpet cleaning.
  - Lisa Dieu asked how much it costs to clean an apartment.
    - Katie Knoll stated that it varies on the location, whether they are turning over a room or an entire unit, etc. Housing staff goes into a space and inspects it. If heavy cleaning is needed, residents are charged for that.
    - Cory Stevenson shared that when he lived off campus, his lease required the residents to have the place professionally cleaned upon move out. He stated that this could be a possible option.
    - Mark Cunningham stated that the committee could decide to do this and place the responsibility on the residents. He shared that typically, this is the responsibility of the landlord, but it is a possibility. He also shared that damage charges are very low. He would like the committee to think about a future plan, once the budget is done.
  - Carson Dance stated that the painting at Mesa is horrible. Its high gloss on top of high gloss, no primer, and peels.
    - Lindsay Freeman also shared that residents have left nails in the wall and have just painted over them.
      - Mark Cunningham stated that this is a performance issue. This was notated and will be addressed.
      - Cory Stevenson stated that this could be something residents are charged for.
      - Mark Cunningham stated that anytime something is not done well or not done right, it is a performance issue. He stated that “since you live there, you know,” and was thankful for the input. The issue will be addressed. He stated that the increase to S&E, under Resident Services should not be a surprise to the committee. The more units turned, the
higher the cost. He also mentioned that this is true for maintenance as well. The more units turned, the higher the cost.

- Shana Slebioda asked about Maintenance and Paint Services and whether that was representative of more hours.
  - Mark Cunningham stated that the services come in spurts and that they don’t want to overstaff all year long.

- Rafael Acevedo asked if students are ever hired to help.
  - Mark Cunningham said that HDH used to hire students, but they don’t anymore. The issue is that students are not interested in the work and being custodians. There used to be a very robust program but year after year, HDH started noticing that the number of students interested in the program decreased significantly over time.

- Cory Stevenson asked if Utilities is water and electric for all the units.
  - Mark Cunningham said yes and that this includes the land as well (and exterior lighting, etc.).
  - Kim Ciero asked if 3% was a typical increase.
    - Mark Cunningham said yes.
  - Cory Stevenson suggested that the committee look at this in more detail so that they could try to reduce this figure.
    - Mark Cunningham stated that the committee could discuss items like this. He shared that in Undergrad, they’ve moved to LED lighting. It’s more expensive but more efficient. There is currently no plan to do that for Grad because previous committees have stated that the cost is too much. He reiterated that he would like the committee to discuss topics like this.

- Rafael Acevedo asked why $0 was allotted for Refrigerator/Stove Replace, Fire/Life Safety Upgrades to Existing, and Roof/Gutter/Walkway repairs.
  - Mark Cunningham stated that these items will be addressed on a need basis. By doing this, HDH can see what the actual costs are for one year. This will allow the committee to make a plan.
  - Carson Dance asked whether or not we currently had actual cost amounts for these. She is concerned about not budgeting funds for these items. She asked if this was why S&E was increased (to account for these items).
    - Mark Cunningham stated that these issues will be addressed as they come up.
    - Taneshia Higgins shared that in her department, they are on a five year plan to reduce as much as they can.

- Cory Stevenson asked what would happen if various pieces go over budget.
  - Mark Cunningham stated that there will be pieces that stay on budget and others that go over budget. Dollars are moving all the time. He stated that he wanted to propose a zero increase because he wanted to provide the lowest rate possible.

- Carson Dance reiterated her concern regarding not allotting funds for stoves, etc. She stated that working stoves are very important.
  - Mark Cunningham understood and reiterated that these items will be attended to if they need service. They will be taken on a case by case basis.
  - Cory Stevenson asked if it would take longer to fix issues.
    - Mark Cunningham said possibly. But it will be addressed as soon as it can.

- Carson Dance suggested reducing the funds, instead of taking them away completely (for Refrigerator/Stove Replace, Fire/Life Safety Upgrades to Existing, and Roof/Gutter/Walkway repairs).
Mark Cunningham stated that this was possible too. He stated that this committee can add and subtract anything they want.

Taneshia Higgins shared that she remembered discussing stoves last year and allotting funds for that.

Carson Dance suggested moving money out of S&E and into stoves.

Lisa Dieu stated that if rent isn’t going up and S&E is going up, the stoves are probably covered there.

Mark Cunningham said that S&E can be lowered and funds can be moved to another area if the committee wants to.

Cory Stevenson asked if a more detailed breakdown of S&E could be provided to the committee.

- Mark Cunningham said that he could provide the committee with a pie chart.
- Cory Stevenson said that this would be very helpful.
- Russ King suggested that the committee look at policy and guidelines, instead of going through each line item. This pulls away from the primary mission of the committee. He encouraged the committee to find a balance in looking at details and the need for details.
- Rafael Acevedo stated that the information would be helpful because residents will ask about the budget and the committee would like to be able to provide the answers.
- Mark Cunningham stated that he does not want this process to take six weeks. He suggested going through the budget strategically and crossing items off after they have been discussed. He stated that if the committee wants more information, he can provide more information, as long as the request is reasonable.
- Kim Ciero reiterat ed to the committee that Housing is going to replace stoves and that the budget is not saying that they won’t.
- Lisa Dieu motioned to look at the proposed budget, line by line, and vote.
- Russ King reminded the committee that this work was done by the committee last year. This committee is looking at the same thing that last year’s committee approved for 2012-13. He stated that combing through this budget again is taking away what the committee did last year. Last year’s committee already went through this process and came up with this budget. He suggested the committee take the next step and move on so that other issues can be discussed.
- Kim Ciero agreed and stated that the committee is using time that could be spent on other items.
- Emily suggested breaking the budget into sections and voting on them in order. If there are objections, the committee can discuss them further. She understands that there is a zero percent increase but pointed out that a lot of the members are new. She believes that this will allow ample time to be spent on each section.
- Mark Cunningham agreed.

Meeting adjourned. The next meeting will be on Wednesday, March 20, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
Associated Residential Community Housing (ARCH) Advisory Committee Meeting Minutes
March 20, 2013

MEMBERS PRESENT: RAFAEL ACEVEDO
MARK CUNNINGHAM
CARSON DANCE
LISA DIEU
LINDSAY FREEMAN
EMILY GOODMAN
TANESHIA HIGGENS
RUSSELL KING
KATIE KNOLL
MONA POWELL
MICHAEL RIVERA
SHANA SLEBIODA
CORY STEVENSON

MEMBERS ABSENT: KIM CIERO
ROCHELLE LORKOVIC
PA CHIA VUE
MARY BETH WARD

Mark Cunningham stated that there were 3 appeals that needed to be reviewed.
- Appeal 45
  - Mark Cunningham shared the online voting results: 0-9-2
  - Carson Dance moved to vote on the appeal.
    - Rafael Acevedo seconded the motion.
      - Appeal denied with 0-7-1 vote.
- Appeal 50
  - Mark Cunningham shared the online voting results: 2-7-1.
    - There was a motion to vote and a second to the motion.
      - Appeal denied with 1-7-0 vote.
- Appeal 42
  - Mark Cunningham shared the online voting results: 2-4-7.
    - There was a motion to vote and a second to the motion.
      - Appeal approved with 5-3-1 vote.

Spring Quarter Meeting Day and Time
- Corliss Vargo sent an email asking each member to participate in a doodle pool regarding the Spring Quarter Meeting day and time. The results indicated that Wednesday from 1:30pm to 2:30pm worked best for everyone. Therefore meetings will continue to take place on Wednesday from 1:30pm to 2:30pm.

Other Business
- Rafael Acevedo stated that one of his student’s cars was broken into. The student questioned why the parking structures did not have cameras.
- Mark Cunningham asked the veteran committee members if the issue of cameras at OMS was ever brought up in the past.
- Michael Rivera stated that theft can happen anywhere on campus and inquired about whether or not there were cameras in any other parking areas on campus.
  - Mark Cunningham responded yes, but not at OMS as it is self-sustaining.
  - Michael Rivera asked who provides the cameras.
- Emily Goodman said TPS.
- Mark Cunningham stated he would be happy to explore how much it would cost to get cameras but pointed out that someone has to monitor it. If UCPD monitors it, residents will have to pay for that service. Also, the person monitoring it would have to be there at the right time in order to react right away. He does not know what this would cost but is happy to explore it if the committee wants him to.
- Russell King asked the committee to consider whether there is a difference (in terms of theft and safety) between parking structures with cameras and without cameras and if people are more likely to be caught in parking structures that have cameras.
  - Emily Goodman stated that the parking office should be asked this question. She stated that the cameras act as a deterrent and that the lots are patrolled by the parking office.
  - Mark Cunningham stated that the OMS parking structure is patrolled by RSOs.
  - Rafael Acevedo asked if more people are being caught in parking areas that are monitored.
    - Carson Dance stated that having cameras may be enough of a deterrent to avoid some theft.
    - Mark Cunningham stated that this is an issue that is on HDH’s radar.
    - Cory Stevenson stated that this issue ties in with the several other issues that have arisen regarding parking.
- Emily Goodman stated that she would like to add the following item to the next agenda – to organize more town hall meetings so that issues like this can be addressed.
- Mark Cunningham thanked Rafael Acevedo for bringing up the issue and told him to tell the resident that HDH is looking into it.
- Lisa Dieu asked whether the student had items in their car. She mentioned that she would not leave things lying around that may attract someone to the car.
  - Rafael Acevedo stated that the student said there wasn’t much in the car.
- Michael Rivera motioned to move to budget and the motion was seconded.

2013-2014 Proposed Budget Discussion
- Mark Cunningham asked the committee if they had reviewed the revised proposed budget and if they would prefer to use this model over the one presented at the last meeting. He also pointed out that he was able to get the additional information that the committee requested.
- He pointed out that trash removal went down.
- He also pointed out that there should be no surprise about the increase regarding the turning of units. Since there are more units to turn, this amount will increase.
- Cory Stevenson suggested that the committee look into ways to reduce utilities and usage.
  - Mark Cunningham shared that in UG housing, there is a group that educates residents about sustainability and conservation.
- Rafael Acevedo asked why there is an increase in casual employees and S&E, and if this is consistent with last year’s budget.
  - Mark Cunningham stated that there was a union negotiated contract that required an increase in benefits. He stated that this increase was also driven by the increase in the number of apartments and therefore an increase in the need to turn more apartments.
- Cory Stevenson stated that a possible solution might be to eliminate the 2 year housing policy.
  - Mark Cunningham stated that the two year policy was at the request of the University. Another solution is to keep the 2 year housing policy and add more beds/housing.
- Mark Cunningham stated that the Maintenance Director will be invited to a future ARCH Advisory meeting.
- Mark Cunningham stated that storm draining needs to be done so it was left alone in the 2013-2014 budget. In contrast, tree trimming was decreased because there is already a plan set in place.
- Mark Cunningham shared that approximately 900 ARCH residents have a Triton Cash account.
  - Cory Stevenson stated all residents at RITA use Triton Cash for the laundry rooms.
  - Carson Dance asked if Triton Cash can be used at the bookstore.
    - Cory Stevenson said yes but that most graduate students use it for laundry.
- Taneshia Higgins stated that the option is available to use Triton Cash at many locations but that graduate students choose not to.
- Michael Rivera suggested tabling this discussion for later and for the committee to continue discussing the budget.
- Cory Stevenson stated that this discussion may lead to a decrease in this line item for the future.
  - Russell King stated he is not a student and does not live on campus but has a Triton Cash card. He stated that there is value in the program if you work and live in the community.
- Carson Dance asked what areas the RSOs patrol because they are not seen.
  - Mark Cunningham stated that they are at Mesa and Coast.
  - Katie Knoll also mentioned that RSOs are short staffed and are having to do more and cover more than the areas they are assigned.
  - Cory Stevenson asked where the UC policeman that lives on campus resides.
- Rafael Acevedo asked how many employees HDH has.
  - Mark Cunningham stated that HDH has 586 full time employees and pointed out that most of the staff is on the UG side.
- Shana Slebioda asked why the casual employees’ amount decreased.
  - Mark Cunningham stated that HDH does not use a lot of casual employees. When HDH was growing, more casual employees were needed. Now that HDH has stabilized, there is not a need to have as many casual employees.
- Carson Dance pointed out that the meeting was currently 10 minutes overtime and that the time was currently 2:40pm.
- Mark Cunningham brought up the Debt Reserves used for the SGA renovations that was paid for by UG.
  - Cory Stevenson asked what the total payback for the SGA renovations was.
    - Mark Cunningham stated that he would find out.
  - Cory Stevenson asked if there was a way to extend the payback so that it could be more than 3 years.
    - Mark Cunningham stated that this could be possible. Since this is an internal loan, the terms can be adjusted if needed.
- Michael Rivera asked if the goal was to try to approve the budget today.
  - Mark Cunningham stated that the committee did not have to approve the budget if they were not ready to.
- Michael Rivera motioned to vote on the budget as presented in the PowerPoint presentation presented by Mark Cunningham today.
  - The motion was seconded but there were two objections.
- Carson Dance motioned to adjourn the debate.
  - There were no second to the motion.
- Cory Stevenson suggested the budget be discussed further by the committee.
  - Michael Rivera stated that the committee already discussed the budget.
  - Cory Stevenson stated that the budget was presented today and that he recommended the committee discuss it further and look into any possible future ramifications.
  - Rafael Acevedo stated that the ramifications would only be for one year. He asked if an increase was desired.
    - Cory Stevenson stated that he would prefer to see a gradual increase over time instead of a larger increase later.
- Tanesha Higgins stated that the budget presented today keeps the rate the same and is a zero increase for the residents. This will allow the committee to use the rest of the year to plan for the future. She stated that if there was a desire to increase rent, it should be decided as soon as possible so that the budget could be adjusted and brought back to the committee for review.
- Cory Stevenson stated that the committee now has the information needed for the proposed budget and can discuss the details further.
- Lisa Dieu motioned to close debate.
- Motion was seconded.
  - Motion approved by vote of committee.
- Emily Goodman stated since the committee has decided to close the debate, it can now move to vote on the budget.
  - Motion to vote for budget was made and seconded.
    - Motion approved (and budget approved) with 7-2-0 vote.

Meeting adjourned. The next meeting will be on Wednesday, April 4, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
Members Present: RAFAEL ACEVEDO  
MARK CUNNINGHAM  
CARSON DANCE  
LISA DIEU  
LINDSAY FREEMAN  
EMILY ELIZABETH GOODMAN  
TANESHIA HIGGINS  
RUSSELL KING  
KATIE KNOLL  
ROCHELLE LORKOVIC  
MICHAEL RIVERA  
CORY STEVENSON  
SHANA SLEBIODA  
PA CHIA VUE  
MARY BETH WARD

MEMBERS ABSENT: KIM CIERO

Mark Cunningham shared the electronic appeals voting results.

- Appeal 46: 0-7-1
- Appeal 51: 0-6-2
- Appeal 54: 0-10-1
  
  o Cory Stevenson motioned to vote on the three appeals as a slate.
     - Lisa Dieu seconded the motion.
     - Motion approved with 8-0-0 vote.
  
  o Michael Rivera motioned to vote on the appeals.
    - Rafael Acevedo seconded the motion.
    - Appeals denied with 0-8-0 vote.

Meeting Times

- Mark Cunningham stated that in early Winter Quarter, the committee discussed whether or not to have meetings during Finals Week. At that time, the general consensus of the committee was that they would still like to meet during Finals but not during holidays.

  o Rochelle Lorkovic suggested not having a meeting during Finals Week. She was unable to attend last week’s meeting because she had finals.

ARCHAC Bylaws

- Mark Cunningham stated that the committee is here to support the constituents. It is the function of the committee to ensure that their constituents’ needs are met. With the drafting of the bylaws, the committee has an opportunity to change how, who,
what, where, and why. He spoke with Vice Chancellor Relyea about the bylaws and he is looking forward to reviewing them. Mark Cunningham stated that bylaws were a good thing to have.

- Emily Goodman showed the current bylaws draft. She stated that Cory Stevenson helped extensively with writing the bylaws. While drafting the bylaws, Emily Goodman said that they did review other existing University bylaws. This draft is very similar to Transportation’s bylaws. The purpose of the bylaws is to have meeting structure, voting structure, defined responsibilities, etc. She mentioned that the committee charge was also used in the creating of this draft. She suggested increasing the number of ex-officio’s to six.
  - Michael Rivera asked who in the committee is currently ex-officio.
    - Emily stated that she, Katie Knoll, Mark Cunningham, and Russ King are.
    - Michael Rivera asked for clarification regarding ex-officio. He understood them to be members that can participate in discussions but are unable to vote.
      - Emily Goodman said that was correct.
  - Rochelle Lorkovic suggested changing “or” to “and” in all areas referring to “grad and undergrad.”
  - Emily Goodman changed Article II, Section 9 to “six (6) ex-officio,” and added “GSA Vice President Diversity Affairs.” She noted that this title may change once it is officially voted on and passed by GSA. She then asked the committee if there was anything else in the membership section that needed to be changed or discussed.
    - Michael Rivera asked if the representative mentioned in Article II, Section 7 is an undergraduate student.
      - Cory Stevenson said not necessarily. This appointment depends on AS.
      - Michael Rivera asked in what situations would AS not appoint an undergraduate.
        - Cory Stevenson stated that they would not appoint one if they could not find a representative.

- Mark Cunningham asked the committee if they would consider having appointments for more than a year.
  - Emily Goodman believes the issue lies in finding people who want to commit to two years.
  - Cory Stevenson mentioned that the two year housing policy complicates this. He stated that the committee could have a situation where a member starts their term as an on campus resident and then, due to the two year housing limit, become an off campus resident.
  - Mark Cunningham posed the question because having a new committee at the start of each term requires time to 1) get the appointments and then 2) to get the new committee up to speed about what has been discussed.
  - Emily Goodman shared that when she was doing committee appointments at the beginning of this year, she did ask current members if they wanted to stay. If
they said no, she would look for new ones. She stated that if the members had a good record of service, the committee definitely wants to keep them.

- Michael Rivera suggested adding something along the lines of, “It is the recommendation of the committee that the VP Internal consider those that have served on the committee…”
- Cory Stevenson suggested bringing this up with GSA and asking them to put it in their bylaws.
- Michael Rivera suggested that Mark Cunningham send an email of recommendation to request the reappointment of members.
- Mark Cunningham stated that every time the committee term ends and begins, it is very difficult. The term starts with trying to get everyone appointed and making sure everyone received their letters. He does not want to lose months of opportunities to move the program along. He stated that the committee does not have to make a decision today but he wanted the committee to think about it.
- Carson Dance suggested removing the two year term verbiage so that the term can be determined by the appointees.
- Emily Goodman agreed and removed the verbiage from the bylaws. It now states that all members will serve until “September 30 of the final year of service.”

- Rafael Acevedo pointed out that the graduate program coordinators at large are not appointed by HDH. They are appointed by the Assistant Dean of Graduate Studies.
  - Emily Goodman made the correction.
- In reference to the verbiage “relevant parties,” in Article III, section 5, Mark Cunningham suggested including the Vice Chancellor and possibly the Dean of Graduate Studies.
  - Cory Stevenson explained that “relevant parties” was used to allow the committee to make recommendations to whom they need to.
  - Michael Rivera stated that he was comfortable with the verbiage for Article III, section 5 and with the term “relevant parties.”
- Mark Cunningham asked the committee if they knew what ARCH (the acronym) stood for.
  - Cory Stevenson said yes. He said that ARCH is easy to remember and is something that everyone has gotten used to.
  - Katie Knoll mentioned that although this committee is the ARCH Advisory Committee, it does not make recommendations for the Village or La Jolla Del Sol (both of whom are ARCH facilities).
  - Mark Cunningham clarified and stated that he was not proposing a name change. He wanted the committee to think about whether or not the name made sense and whether it was representative of the constituents that it represents. If the committee is happy with the name, he is happy with it too.
    - Emily Goodman suggested clarifying the facilities in the bylaws. In Article III, section 2, she added the following statement, “…Coast, Mesa, One Miramar Street, Rita Atkinson, single grad apartments, and any other HDH facilities where graduate students reside.”
- Michael Rivera asked for further clarification about why this was needed.
  - Emily Goodman explained that the purpose is to provide clarification for those that live at Village and LJDS, since they are considered ARCH as well but are not part of the audience of this committee.

- Mark Cunningham stated that most policies and procedures can be adjusted. He suggested surveying residents and waitlisted students too. He asked the committee not to forget the single graduate students too. It is important that this committee stand, where it needs to, and represents each of these communities. He mentioned that there are approximately 250 families on campus. He reiterated that this committee represents the entire community. What isn’t a problem for a graduate student may be a problem for a family and the committee should keep that in mind.

- Rochelle Lorkovic suggested having a Graduate Family Representative.
  - Emily Goodman stated that there usually is a Grad Family Representative but there were issues with finding someone to fill the position. Since there is a vacancy, she wants to bring someone in.
  - Mary Beth Ward asked why there isn’t a graduate representative from each housing facility.
    - Emily Goodman stated that the committee currently has a representative from each facility except for Single Grad.
    - Mark Cunningham stated that this was the model used in the past, but there weren’t as many facilities back then. Also, with technology today, it is easier to communicate with the entire community.

- Lisa Dieu suggested adding verbiage about having more town halls, since communication with residents is very important.
  - Mark Cunningham stated that if there is something that the committee wants to do or thinks should be done, this is the opportunity to capture it and ensure that they are done.

- Lisa Dieu motioned to adjourn the meeting.
  - Rafael Acevedo seconded the motion.
    - Motion granted with 9-0-0 vote.

Meeting adjourned. The next meeting will be on Wednesday, April 10, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
Associated Residential Community Housing (ARCH) Advisory Committee
April 10, 2013

Members Present: RAFAEL ACEVEDO
KIM CIERO
MARK CUNNINGHAM
CARSON DANCE
LISA DIEU
LINDSAY FREEMAN
EMILY ELIZABETH GOODMAN
TANESHIA HIGGINS
RUSSELL KING
KATIE KNOLL
ROCHELLE LORKOVIC
MICHAEL RIVERA
CORY STEVENSON
SHANA SLEBIODA
PA CHIA VUE

MEMBERS ABSENT: MARY BETH WARD

Mark announced that the committee had two appeals to discuss.

Appeal 65
- Mark Cunningham shared the online electronic appeals voting results: 0-9-1
  o Michael Rivera motioned to vote on the appeal.
    ▪ Lisa Dieu seconded the motion.
      • Appeal denied with 0-11-0 vote.

Appeal 59
- Mark Cunningham shared the online electronic appeals voting results: 0-8-3
  o Carson Dance motioned to vote on the appeal.
    ▪ Taneshia Higgins seconded the motion.
      • Appeal denied with 0-11-0 vote.

ARCHAC Bylaws
- In Article III, under additional responsibilities, point 4, Mark Cunningham suggested adding “short-, mid-, and long-term planning...” because the committee’s business is not just the operating budget and rates.
  o Cory suggested that this edit be made into a separate point.
- In Article II, Cory Stevenson suggested adding a new 12th point, stating that Article II should be modified if there are any changes to the committee charge.
  o Emily Goodman suggested adding this point to the end of the bylaws, in case other areas need to be modified as well.
- In Article IV, Procedures, Emily Goodman stated that because the committee is small, a modified Robert’s Rules of Order will be used.

- Mark Cunningham asked the committee if they wanted to have a meeting during Finals Week (in reference to Article IV, Section 1, point 1). He mentioned that most campus organizations do not hold meetings at that time because of finals. He mentioned that if the committee needed to have one, they could do so.
  - Michael Rivera stated that he liked the way the current point was worded and that it provides discretion.
  - Cory Stevenson also liked the wording. He stated that the budget is usually due around Finals Week. He also mentioned that if the committee wanted to, they could cancel the meeting. He believes it would be good to have a meeting during Finals Week.
  - Rochelle Lorkovic suggested adding a statement about taking into consideration the undergraduate finals schedule.
    - Michael Rivera proposed adding "(e.g. finals week)" to section 1.

- In reference to Article IV, Section 1, point 4, Cory Stevenson suggested stating that the minutes are posted publicly.
  - Kim Ciero asked if the meeting minutes were always done in this manner. She is concerned that people may prefer bulleted points to large paragraphs.
    - Mark Cunningham said that the committee can choose to have the minutes captured the way they want them.
    - Kim Ciero suggested just having one page with the main points discussed.
    - Michael Rivera suggested keeping the minutes the way they are, at this point in time.
    - Carson Dance suggested providing a monthly summary, instead of making the minutes available publicly.
      - Cory Stevenson stated that it is important that the minutes are public for transparency. He stated that an additional summary could be added, along with the minutes.
    - Rochelle Lorkovic said that the minutes have been helpful whenever she has been unable to attend a meeting.
    - Kim Ciero asked if graduate students read the minutes.
      - Cory Stevenson stated that they do read the minutes and, in the past, he’s received questions regarding them.
    - Kim Ciero believes the details are good for the committee but thinks more students would look at them if the information was bulleted.
    - Russ King stated that he like the minutes the way they are.
    - Cory Stevenson stated that having an approval process, for the minutes, is important. He suggested changing “next meeting,” to “subsequent meeting.” This would give people time to read through the minutes and make any edits by contacting Pa Chia Vue.

- Carson Dance suggesting that appeals be discussed in a close session.
  - Emily Goodman stated that this was a valid point and that visitors should not be present for appeal discussions because of the confidential information.
- Cory Stevenson stated that only voting results are reported in the minutes.
- Emily Goodman stated that the committee could move to a close session at any time.
- Carson Dance stated that all appeals should be discussed in a closed session and voting can be done in an open session.
- Michael Rivera suggested adding the following statement, “all discussion of appeals shall be held in a closed session.”

Carson Dance motioned to pass the bylaws.
- Michael Rivera seconded the motion.
  - Motion approved with 15-0-0 vote.

Meeting adjourned. The next meeting will be on Wednesday, April 17, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
Associated Residential Community Housing (ARCH) Advisory Committee
April 17, 2013

Members Present:  RAFAEL ACEVEDO
                 MARK CUNNINGHAM
                 CARSON DANCE
                 LISA DIEU
                 LINDSAY FREEMAN
                 EMILY ELIZABETH GOODMAN
                 TANESHIA HIGGINS
                 KATIE KNOLL
                 ROCHELLE LORKOVIC
                 CORY STEVENSON
                 PA CHIA VUE
                 MARY BETH WARD

MEMBERS ABSENT:  KIM CIERO (PROXY TO TANESHIA HIGGINS)
                 RUSSELL KING
                 MICHAEL RIVERA (PROXY TO LINDSAY FREEMAN)
                 SHANA SLEBIODA (PROXY TO MARY BETH WARD)

Welcome Don Johnson (new member of the ARCH Advisory Committee)!

There is no meeting next week (Wednesday, April 24, 2013).

Appeals #68, #74, #60
-  Online appeals voting results are as follows:
   o  Appeal 68: 0-11-1
   o  Appeal 74: 0-10-2
   o  Appeal 60: 0-9-3
-  Carson Dance motioned to vote on the appeals as a slate.
   o  Rafael Acevedo seconded the motion.
     ▪  Appeals denied with 0-11-1 vote.

New Housing Project Discussion
-  Mark Cunningham stated that if the committee is in support of advancing forward with
   a new housing project, a letter should be drafted to show support. This committee
   represents the community and he would like this committee to be part of the process.
   He explained that GSA usually appoints a building advisory committee and he would like
   this committee to recommend someone to be on it. He would like to start discussions
   regarding a new housing project. He believes it is important that this committee be
   seen as part of process.
   o  Emily Goodman agreed and stated that she’d like to see this committee provide
      a letter supporting a new housing project.
Carson Dance stated that she is in support of the idea of a new building but would like to know more details and specifics before drafting a letter.

- Mark Cunningham explained that details can be discussed once HDH has been given a “GO” on the project. This committee would get to see everything in the drop box.

Mark Cunningham asked the committee for a list of items that they’d like to talk about in upcoming meetings.

- Carson Dance suggested allowing string lights beyond Christmas and Chinese New Year. She stated that the current lighting is not very good and string lights would be helpful.
- Carson Dance suggested roommate selection.
- Cory Stevenson suggested removing gender selection.
- Carson Dance suggested discussing how the University proceeds when something happens to an apartment and the residents do not have renters insurance.
- Lisa Dieu suggested town halls.
  - Cory Stevenson suggested that the committee walk the perimeter of Mesa (along with staff), prior to the town hall meetings.
- Emily Goodman suggested discussing impediments to alternative transportation due to construction.
- Rochelle Lorkovic suggested discussing laundry rooms in mesa.
  - Don Johnson pointed out that he’d like to discuss the washing machines specifically.
- Mark Cunningham suggested shuttles and coming up with a system to identify who is allowed to ride them (i.e. stickers). The residents currently pay for it, but everyone rides it.
- Cory Stevenson suggested parking.
- Rochelle Lorkovic suggested parking enforcement.
- Rochelle Lorkovic suggested discussing the left turn lane at Miramar Road.
- Lisa Dieu suggested proposing changes to the transportation policy.
- Carson Dance suggested discussing paint jobs when units are turned over.
- Cory Stevenson suggested the committee discuss the Gilman bridge and invite the people who will be constructing bridge to a meeting to ensure that it is accessible for foot and bike traffic.
  - Mark Cunningham shared that the Gilman bridge is going under construction in a year and a half.
- Emily Goodman suggested unifying the parking pass system. Also, she suggested discussing cameras in parking lots to deter from theft.
- Rochelle Lorkovic suggested discussing renovations at Mesa.
  - Mark Cunningham shared that HDH will be bringing forth flip ideas.
  - Rochelle Lorkovic suggested HDH look at current issues to make sure those are included in the flip.
- Lisa Dieu suggested parking at Rita.
- Carson Dance suggested the option to pay rent with a credit card.
- Lindsay Freeman suggested discussing child safety and keeping them away from the roads.
- Emily Goodman suggested having more speed bumps and infrastructure to decrease speed.
- Cory Stevenson suggested discussing LJDS going back to grad students, specifically for families.
- Lisa Dieu suggested clarifying or separating policies for couples.
- Emily Goodman suggested clarifying or separating policies for international students.
- Cory Stevenson suggested discussing grills and stoves, adding more 20 min loading zones around Rita, and the smoking ban language.
  - Mark Cunningham reminded the committee that the no smoking policy is a campus policy and not a penalty. It is for educational purposes.
  - Cory Stevenson suggested the committee discuss a complaint process.
  - Mark Cunningham asked the committee to think about whether or not there should be a certain number of strikes, etc. If so, the residents need to be noticed and informed of the policy.
- Carson Dance suggested the current subleasing policy.
- Cory Stevenson suggested the ARCH Website. He believes it is tailored to those applying for housing but not residents.
  - Katie Knoll said that the website is being worked on right now.
- Emily Goodman suggested the committee come up with a working list of items they would like discussed at the town halls.
  - Cory Stevenson suggested having one for families then for each community (Mesa/OMS, Rita, Coast, SGA)
    - Lisa Dieu asked why there should be a separate town hall for families.
    - Rochelle Lorkovic explained that some policies are different for families.
    - Mary Beth Ward asked about the attendance at the previously held town halls.
      - Taneshia Higgins said nobody came.
      - Emily Goodman believes it wasn’t well advertised.
        - Katie Knoll suggested using Listservs to advertise the town halls.
- Cory Stevenson suggested grounds, pesticides, xeriscaping, maintenance, and pets.
- Don Johnson suggested the gravel pits at some of the parking lots that are currently being resurfaced.
- Cory Stevenson suggested SHORE.
- Cory Stevenson suggested the fence.
- Carson Dance suggested the committee prioritize the suggested topics for upcoming meetings.
  - Cory Stevenson suggested that town halls be discussed at the next meeting.
  - Carson Dance suggested the committee discuss road closures and impediments to alternative transportation. She asked Mark Cunningham if someone could be brought in to talk about closures.
    - Mark Cunningham said yes.
Don Johnson suggested the committee discuss the washing machines at Mesa.
Mark Cunningham asked the committee to look at the ARCH handbook and see if there is anything they’d like to discuss about the policies and procedures.

Carson Dance motioned to approve the allowance of string lights all year round.
- Mary Beth Ward seconded the motion.
  - Motion approved by the committee with a 9-1-2 vote.

Meeting adjourned. The next meeting will be on Wednesday, May 1, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
MEMBERS PRESENT:  KIM CIERO  
CARSON DANCE  
LINDSAY FREEMAN  
EMILY ELIZABETH GOODMAN  
TANESHIA HIGGINS  
KATIE KNOLL  
RUSSELL KING  
ROCHELLE LORKOVIC  
MICHAEL RIVERA  
JANA SEVERSON  
SHANA SLEBIOUDA  
CORY STEVENSON  
PA CHIA VUE  

MEMBERS ABSENT:  RAFAEL ACEVEDO  
MARK CUNNINGHAM  
LISA DIEU  
DONALD JOHNSON  
MARY BETH WARD  

Grad Steering Meeting Update  
- Shana Slebioda provided the committee with an update. She stated that various representatives from areas like the Center of Humanities and the International Center attended and discussed their current programs. These discussions led to talks about the resources available to graduate students and whether there should be a central resource center, open to all graduate students. This center would be a place to come and hang out, get information, or find answers to any questions they may have about campus. She stated that students typically go to their department for support. OGS is also available but when it comes to advising students, this responsibility usually falls on the individual departments. She shared that both UCLA and UCI have graduate resource centers.  
  o Kim Ciero asked how this discussion related to International students.  
    ▪ Emily Goodman explained that it ties into the language issues. IRPS has a tutoring system and there are various language labs available around campus, but there is no centralized place for language emersion. Providing this resource is entirely dependent on the department. Also, the Graduate Coordinators use these resources differently. The goal is to have one centralized location that can provide this service. She’d also like to see a representative from Housing and CAPs there too.  
  o Russ King asked if there was space available at the GSA lounge.  
    ▪ Emily Goodman said the space is tiny and is usually used for storage and meetings.  
    ▪ Shana Slebioda said that it was suggested that a location be built into the first floor of the new graduate housing building (if the location of the facility is central).
Emily Goodman stated that International students are not understanding or realizing the 2 year housing limit. She stated that most believe it’s a 2 year lease that can be renewed. The International Center said that they would put information in their upcoming marketing documents, regarding the 2 year housing policy.
- Rochelle Lorkovic stated that this information is not clear on the web as well.
- Shana Slebioda stated that the idea is to provide as much information up front as possible. She suggested providing information regarding items like the 2 year policy, how to establish credit, etc. She also suggested providing information to residents, 6 months prior to the move out date, regarding move out and how to find a place off campus.
- Cory Stevenson thinks UCSD should be more proactive in providing that information because it is important.

Appeal 56
- Emily Goodman shared the online appeals voting results: 2-6-3
  - Cory Stevenson motioned to vote.
    - Michael Rivera seconded the motion.
      - Appeal approved with 5-2-1 vote.

Appeal 66
- Emily Goodman shared the online appeals voting results: 0-9-2
  - Michael Rivera motioned to vote.
    - Kim Ciero seconded the motion.
      - Appeal denied with 0-9-0 vote.
  - Cory Stevenson requested information regarding how many UG couples are currently living on campus and in what facilities.

Appeal 67
- Emily Goodman shared the online appeals voting results: 0-6-5
  - Carson Dance motioned to vote.
    - Kim Ciero seconded the motion.
      - Appeal denied with 0-6-3 vote.

Appeal 70
- Emily Goodman shared the online appeals voting results: 0-8-3
  - Carson Dance motioned to vote.
    - Taneshia Higgins seconded the motion.
      - Appeal denied with 0-8-1 vote.

Appeal 75
- Emily Goodman shared the online appeals voting results: 1-7-1
  - Carson Dance motioned to vote.
    - Taneshia Higgins seconded the motion.
      - Appeal denied with 0-8-1 vote.

Appeal 79
- Emily Goodman shared the online appeals voting results: 0-10-1
  - Cory Stevenson motioned to vote.
    - Kim Ciero seconded the motion.
- Appeal denied with 0-9-0 vote.
- It is the recommendation of the committee that the student consider the available resources on campus (which will be notated in the appeal letter sent to the student).

Appeal 80
- Emily Goodman shared the online appeals voting results: 1-4-6
  - Michael Rivera motioned to table the appeal.
    - Taneshia Higgins seconded the motion.
    - Motion approved with 8-0-1 vote.

Appeal 81
- Emily Goodman shared the online appeals voting results: 1-8-2
  - Carson Dance motioned to vote.
    - Kim Ciero seconded the motion.
    - Appeal denied with 1-6-2 vote.

Appeal 85
- Emily Goodman shared the online appeals voting results: 0-5-3
  - Taneshia Higgins motioned to vote.
    - Michael Rivera seconded the motion.
    - Appeal denied with 0-7-2 vote.

Appeal 86
- Emily Goodman shared the online appeals voting results: 0-6-1
  - Kim Ciero motioned to vote.
    - Taneshia Higgins seconded the motion.
    - Appeal denied with 0-7-2 vote.

Town Halls Discussion
- Although UCSD is in week 5 of Spring Quarter, Emily Goodman stated that timing should not warrant not having town halls. She stated that there are a lot of graduate students here over the summer. She asked the committee to consider Who, What, When, Where, and How.
  - Carson Dance suggested the committee begin by discussing how many town halls.
    - Cory Stevenson suggested combining similar groups: Mesa/OMS, Families, SGA, and Rita/Coast.
    - Emily Goodman suggested separating Rita and Coast, for a total of 5.
  - Shana Slebioda asked what resources were needed for a town hall.
    - Emily Goodman stated that the committee would need to find a facility and invite 1-2 staff moderators.
    - Cory Stevenson suggested having the General Manager for that particular location, moderate the discussion.
    - Rochelle Lorkovic stated that in previous town halls, Rebecca Otten was present and this was very helpful. She mentioned that Rebecca was able to answer questions that other staff members could not. She suggested having Mark Cunningham present at all the town halls.
    - Emily Goodman stated that she would be willing to moderate the town halls as well. She talked to Mark Cunningham and both agreed that a community oriented time should be found. She believes the timing and location of the
town halls should be adaptable to the community and would not recommend having one in the middle of the day.

- Katie Knoll shared that Rita surveys their residents to find out the best meeting time. She can check with the other communities to see if the same question could be added to their surveys.
- Michael Rivera asked if an agenda would be sent along with the notification of the time and location of the town halls.
  - Emily Goodman stated that there has been some discussion regarding whether or not to have a set presentation or if it should be an open floor. She suggested that it be a collective session.
  - Michael Rivera suggested having talking points so that members of the community can decide if they want to attend or not. If the agenda is blank, residents may not want to attend.

- Carson Dance suggested having the General Managers schedule the town halls.
  - Rochelle Lorkovic stated that she will be working with Carly Moskowitz to schedule the family one.
  - Taneshia Higgins suggested having the town halls on a Saturday afternoon.
    - Emily Goodman stated that the issue with having them on a weekend is staff schedules.

- Cory Stevenson suggested sending follow-up notice, a few weeks after each town hall, regarding what was discussed, addressing any issues that were brought up, and providing any updates available.

 Laundry Rooms
 - Carson Dance inquired about the issue with the laundry rooms.
  - Rochelle Lorkovic explained that there are a lot of issues with the machines. The machines are much smaller and only accept credit/debit cards. This was a hard transition for residents. Also, there have been some complaints about a $15 hold being placed on the credit/debit card used and various mischarges. Finally, the inconsistent prices are frustrating.
  - Carson Dance stated that many machines are down too.
  - Jana Severson asked if holds are still being placed on the cards.
    - Rochelle Lorkovic stated that this issue is not consistent.
    - Katie Knoll asked if there was signage in the laundry rooms regarding how to report a broken machine, etc.
      - Both Rochelle Lorkovic and Carson Dance said yes.
      - Katie Knoll asked about the signage because she is curious whether residents are reporting the broken machines or not. It is easy to assume that the Leasing Office already knows about the machine or that someone already called it in. But, if nobody reports it, the Leasing Office does not know that there is an issue.
      - Michael Rivera suggested having a laminated sheet with instructions regarding what to do if a machine is not working.
        - Jana Severson said absolutely.
        - Carson Dance stated that if a machine is not working, she does not call the number listed on the sign. She calls Housing.
○ Katie Knoll stated that although Housing does not fix the machines, letting them know will allow them to keep record of the machines that are having issues.
○ Rochelle Lorkovic believes the bigger issue is the method of payment.
  ▪ Jana Severson asked if residents would like the option to pay with coins and credit card.
    • Rochelle Lorkovic said yes but also stated that many residents would like to use Triton Cash.
    • Jana Severson stated that the issue with Triton Cash is the internet.

Meeting adjourned. The next meeting will be on Wednesday, May 8, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
MEMBERS PRESENT:  KIM CIERO  
CARSON DANCE  
LISA DIEU  
LINDSAY FREEMAN  
EMILY ELIZABETH GOODMAN  
TANESHIA HIGGINS  
DONALD JOHNSON  
KATIE KNOLL  
RUSSELL KING  
ROCHELLE LOROKOVIC  
MICHAEL RIVERA  
JANA SEVERSON  
SHANA SLEBIODA  
PA CHIA VUE  
MARY BETH WARD

MEMBERS ABSENT:  RAFAEL ACEVEDO  
MARK CUNNINGHAM  
CORY STEVENSON (PROXY TO EMILY ELIZABETH GOODMAN)

Appeal 78
- Emily Goodman shared the online appeals voting results: 3-3-4
  o Carson Dance motioned to vote.
    ▪ Michael Rivera seconded the motion.
      • Appeal approved with 6-5-0 vote.

Appeal 89
- Emily Goodman shared the online appeals voting results: 0-7-3
  o Carson Dance motioned to vote.
    ▪ Michael Rivera seconded the motion.
      • Appeal denied with 1-8-2 vote.

Appeal 92
- Emily Goodman shared the online appeals voting results: 0-8-2
  o Carson Dance motioned to vote.
    ▪ Lisa Dieu seconded the motion.
      • Appeal denied with 0-9-2 vote.

Appeal 100
- Emily Goodman shared the online appeals voting results: 1-4-5
  o Kim Ciero motioned to vote.
    ▪ Mary Beth Wards seconded the motion.
      • Appeal denied with 2-7-2 vote.

Appeal 103
- Emily Goodman shared the online appeals voting results: 0-11-1
  - Carson Dance motioned to vote.
    - Taneshia Higgins seconded the motion.
    - Appeal denied with 0-11-0 vote.

Town Halls
- Carson Dance asked if it was confirmed that the General Managers would be able to attend the Town Halls.
  - Jana Severson stated that Rebecca Otten and her team are committed to the Town Halls and are ready to be wherever they are needed. She asked the members to discuss who in the committee could attend and which one.
  - Emily Goodman said that she, Mark Cunningham, and the GMs will be at the Town Halls. She asked the members to indicate which Town Halls they would be attending.
    - Mesa/OMS: Rochelle Lorkovic, Lindsay Freeman, Carson Dance, Don Johnson.
    - Rita: Cory Stevenson, Kim Ciero, Mary Beth Ward
      - Kim Ciero asked which GM would be at the Rita Town Hall.
        - Jana Severson said it would be either Derek Trent or Carly Moskowitz. Rebecca Otten will be at all of them.
    - Coast: Michael Rivera
    - SGA: Lisa Dieu, Shana Slebioida, Taneshia Higgins
    - Family: Rochelle Lorkovic, Don Johnson, Taneshia Higgins
- Michael Rivera asked for clarification on the talking points for the Town Halls. He asked if the goal was to be informational or to receive complaints. He believes it should be balanced. He suggested having some positive talking points and suggested garden plots as an example.
  - Jana Severson suggested having a general community information topic, tailored to each community.
- Carson Dance asked if the 2 year policy was going to be avoided.
  - Emily Goodman stated that the Town Halls should focus on items that can be changed. The 2 year policy is not going anywhere and cannot be changed.
- Michael Rivera suggested addressing safety (i.e. self-defense classes, walking at night, and lighting).
- Emily Goodman suggested parking.
- Lisa Dieu suggested asking Rebecca Otten provide an update about “what exciting things are going on.”
  - Jana Severson added to Lisa Dieu’s suggestion and suggested “what's new and what’s coming.”
- Emily Goodman asked the committee for a list of topics, specific to the communities.
  - Mesa/OMS
    - Garden Plots
      - Michael Rivera suggested discussing the status of the community room in OMS, Building 4. He inquired as to whether it was available for use because there were issues regarding theft. He suggested providing updates regarding general/meeting rooms to all communities.
    - Emily Goodman suggested landscaping.
    - Don Johnson suggested parking lot repairs, road closures, and appliances in the apartments.
    - Emily Goodman suggested laundry rooms.
    - Lisa Dieu suggested how to communicate with residents when issues arise.
Michael Rivera asked for further clarification on how the topic of laundry rooms was to be approached. He suggested the topic be approached carefully. He asked if the method of payment (cards or coins) would be discussed.

- Emily Goodman stated that the Town Halls should address items that can be fixed internally and items that HDH has control over. She suggested discussing who to call when there are maintenance issues. If the residents bring up payment method or other concerns, those items can be notated and addressed later.

- Coast
  - Garden Plots
  - Michael Rivera inquired about the rattlesnake signs and safety. He suggested making the signs more official so they will be taken seriously. He inquired as to whether the signs were real.
    - Don Johnson said there are rattlesnakes and the signs are real.
    - Rochelle Lorkovic suggested discussing laundry room signs as well.
    - Michael Rivera agreed and suggested lumping the topic of signs together.
      - Emily Goodman stated that the issues and concerns brought up will be different at each facility and suggested keeping them separate.
  - Michael Rivera suggested grills.
  - Lisa Dieu asked if informational handouts would be provided on how to grill, what to do if there are maintenance issues, etc.
    - Jana Severson stated that each community would be provided with a summary, shortly after each Town Hall (per the Committee's discussion last week).
  - Kim Ciero asked how attendance was to be gauged. She stated that only two or three people had attended the last town hall meeting. She asked if there are plans to do a doodle.
    - Emily Goodman stated that the goal is to find a time that will be best for each community. She suggested working with the GMs to find out those times. She also stated that the Town Halls won’t start until after 6pm.

- Rita
  - Katie Knoll suggested parking.
  - Emily Goodman suggested discussing transitioning out of housing and into the community.
  - Katie Knoll suggested fire alarms.
  - Mary Beth Ward suggested roommate issues.
  - Michael Rivera suggested discussing the customer service line. When something comes up at Coast and he calls Housing after hours, he asked if his call is routed to Customer Service.
    - Katie Knoll stated that Coast maintenance should go through LJDS.
    - Jana Severson stated that HDH is working towards getting everything funneled through the customer service line.

- SGA
  - Michael Rivera suggested “how to live with 4 other people.”
- Carson Dance suggested discussing cable TV and whether the residents use it. She also suggested discussing how to transition out of SGA.
  - Lisa Dieu asked if food will be provided at the Town Halls.
    - Emily Goodman said yes.

Letter of Support for Future Housing Project
- Rochelle Lorkovic suggested the verbiage include families.
- Michael Rivera asked for clarification on the letter. He asked if the purpose of the letter was to state that it was a good idea, followed by a discussion about details.
  - Emily Goodman said yes, the letter is in support of building more housing.
- Russ King stated that it is important for the committee to be a part of the process and say that there is a need for more housing. The committee will be involved in the discussion about details later.
- Shana Slebioda suggested that a draft be composed by some of the members and brought forth to the committee to discuss. Trying to draft with a group this size is difficult.
- Lisa Dieu suggested that Emily Goodman draft a letter.
- Emily Goodman said she would draft a letter and present it to the committee next week.
- Shana Slebioda pointed out that the items discussed in the draft steering letter were based on the information provided by Mark Cunningham in November 2012. Since 6 months has passed, things might be different.

Laundry rooms
- Jana Severson shared that she touched base with both Carly Moskowitz and Derek Trent regarding signage in the laundry rooms. They will be visiting each laundry room to take down old signs and follow up on new signage. They will make sure the signs are clear.
  - Don Johnson shared that it usually takes 2-3 days for a technician to come out to look at a machine. At one point, three dryers were out of commission for a week. It took three phone calls before a technician came out.
  - Rochelle Lorkovic suggested getting housing involved so that they can place the call or follow up.
  - Don Johnson shared that he often suggests to the families that they follow up their maintenance call with an email to the housing office.
  - Jana Severson said that if it is a service issue, HDH can get together with Purchasing and the vendor to discuss the issue. She shared that Carly Moskowitz is gathering data. Once she is done, that data will be presented to the purchasing manager.
    - Katie Knoll reminded the committee that the housing office does not do laundry in the facilities and is often unaware of the issues. She suggested that residents send them an email so that they can follow up on the issue.
    - Russ King seconded Katie Knoll and stated that residents need to loop the office in so that they are aware of the situation and can advocate for the resident.
    - Mary Beth Ward suggested that Housing be the point of contact for the issues instead of referring residents over to the maintenance line.
- Jana Severson stated that she did look into the credit card issue and shared that it has faded. The problems occurred earlier on. She put in a request for the vendor to look into the coin option on the machines.
  - Rochelle Lorkovic pointed out that residents were instructed to contact the vendor directly regarding the mischarges and refunds. So, the office may not be looped in when there is an issue.
- Don Johnson stated that he’s talked to some of the residents and they like Triton Cash and would prefer it over credit cards. He stated that there are security risks with using a credit card so, Triton Cash would be safer to use.
- Jana Severson requested information regarding the specs of the new machines and their size. She will get that information to the committee as soon as she gets it.

Pet Policy
- Carson Dance suggested having a different pet policy for families versus singles and allowing dogs. She pointed out that there is already a University policy in place for Resident Deans.
- Jana Severson shared some background regarding the current cat policy. The entire community (approximately 1200 residents) voted on the issue because some residents felt strongly about it. She pointed out that there are service dogs in some of the facilities now.
- Mary Beth Ward inquired as to the possible issues that may arise with allowing dogs and the process of turning an apartment over.
  - Katie Knoll shared that incoming residents do express concern regarding the cleanliness of the space upon hearing that a service dog used to live there.
  - Jana Severson stated that there are concerns about allergies too. The apartment could take longer to turn over if there was a flea issue as well (which would require repeat treatments, etc.).
  - Emily Goodman asked if turning over an apartment would differ for cats versus dogs.
    - Jana Severson said there would be no difference. She did point out that there are other issues like barking and upkeep after dogs outside. The current policy requires that cats be kept indoors.
    - Don Johnson suggested having a pet policy that addresses cleanliness because this would affect an incoming resident. He shared that when he moved in, it was obvious that the resident before him had a dog. If there was a policy in place regarding dogs, he would have come in with a different frame of mind.
    - Jana Severson shared that the Residence Life pet policy was implemented this year and has only been in effect since December. It was requested because it was hard to recruit for those positions.

Meeting adjourned. The next meeting will be on Wednesday, May 15, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
May 15, 2013

MEMBERS PRESENT:  MARK CUNNINGHAM
CARSON DANCE
LISA DIEU
LINDSAY FREEMAN
EMILY ELIZABETH GOODMAN
TANESHIA HIGGINS
KATIE KNOLL
RUSSELL KING
ROCHELLE LORKOVIC
SHANA SLEBIOIDA
CORY STEVENSON
PA CHIA VUE

MEMBERS ABSENT:   RAFAEL ACEVEDO
KIM CIERO (PROXY TO TANESHIA HIGGINS)
DONALD JOHNSON (PROXY TO EMILY ELIZABETH GOODMAN)
MICHAEL RIVERA (PROXY TO LINDSAY FREEMAN)
MARY BETH WARD (PROXY TO TANESHIA HIGGINS)

GUEST:  BRAD WERDICK

Appeal 102
- Emily Goodman shared the online appeals voting results: 0-8-4
  o Cory Stevenson moved to allow an extension of the housing agreement to a date
determined by the Housing Office.
    ▪ Taneshia Higgins seconded the motion.
      • Motion passed with 8-1-0 vote.
        o Committee suggested providing information regarding parent policy.

Appeal 106
- Emily Goodman shared the online appeals voting results: 0-7-4
  o Cory Stevenson motioned to vote.
    ▪ Lisa Dieu seconded the vote.
      • Appeal denied with 0-9-2 vote.

Appeal 107
- Emily Goodman shared the online appeals voting results: 0-8-1
  o Carson Dance motioned to vote.
    ▪ Taneshia Higgins seconded the motion.
      • Appeal denied with 0-11-0 vote.

Appeal 108
- Emily Goodman shared the online appeals voting results: 0-8-3
  o Lisa Dieu motioned to vote.
Taneshia Higgins seconded the motion.

- Appeal denied with 0-10-1 vote.

Campus Planning Overview, presented by Brad Werdick, Director of Physical and Community Planning
- Brad Werdick shared that his office is responsible for the physical planning of campus, evaluating environmental impact of projects, and serves as the liaison between UCSD and the community. He stated that today’s presentation would include an overview of current and upcoming campus plans, building projects, and transportation projects.
- Campus plans
  - He explained that every UC campus has a long range development plan. This plan is a contract with the State to show how the university plans to grow. He shared that, in terms of growth, completion of UCSD’s current projects will bring UCSD to about 15 million square feet. Upcoming plans will increase that by 4 million square feet.
  - He then discussed the 1989 master plan.
    - He explained that the general idea was to cluster similar academic areas together and break the large campus down into smaller neighborhoods.
    - He also shared that the plan talked about the circulation of pedestrian traffic and eventually making central campus more pedestrian friendly.
    - Cory Stevenson asked where he could find the 1989 master plan.
      - Brad Werdick stated that it was available on the Physical and Community Planning website (http://physicalplanning.ucsd.edu/home/default.htm).
    - Cory Stevenson asked if there are any plans to redo or update the 1989 master plan.
      - Brad Werdick said no. He stated that he does not look at building sites from master plan but instead looks at the planning principles. He has had conversations with the Chancellor and has asked if he would like to change the 1989 master plan but has not received a definitive answer. He believes that this might be dependent on the University’s strategic plan.
- Building Projects
  - Brad Werdick shared that information regarding planned and completed projects can be found on the Physical and Community Planning website.
  - The first project he discussed was the Central Research Services Facility (Location: School of Medicine Neighborhood).
    - This facility’s estimated size is 40,500 GSF (gross square feet). Its projected cost is $27 million. It is currently under construction and should be completed in early 2014.
    - Cory Stevenson asked about the location of the facility and why it was decided that it would be built next to a residential area.
      - Brad Werdick explained that lots of sites were looked at but programmatically, adjacency was the driver for this location.
  - Health Sciences Biomedical Research Facility (Location: School of Medicine Neighborhood).
    - This facility’s estimated size is 196,000 GSF. Its projected cost is $180 million. It should be completed in January 2014
  - Jacobs Medical Center (expansion to Thornton Hospital)
- The estimated size of this center is 510,000 GSF. Its projected cost is $750 million. It should be completed in late 2017.
- Clinical and Translational Research Institute (Location: East Campus Health Sciences Neighborhood).
  - The estimated size of this facility is 330,000 GSF. Its projected cost is $242 million. It should be completed in 2016.
  - Cory Stevenson asked if this facility was going to be mostly wet lab space.
    - Brad Werdick said it was going to be primarily wet lab research space.
- East Campus Recreation Area
  - Brad Werdick stated that the idea is to create a recreation cluster of facilities.
  - It is projected to be 8 acres in size and its estimated cost is $4.9 million.
  - Once the Clinical and Translational Research Institute is complete, construction on this project will begin.
- Outpatient Pavilion (Architect has recently been hired for this project).
  - The estimated size of this facility is 100,000 GSF. Its projected cost is approximately $95 million.
  - The goal is to advance on this project quickly so that it can come online at the same time as the Jacobs Medical Center.
  - Brad Werdick shared that the committee approved the site of the facility at the last meeting.
  - Cory Stevenson asked if there were plans to have housing or parking incorporated into these facilities.
    - Brad Werdick said no.
    - Cory Stevenson believes it would be good to have housing near the medical center for medical students and potentially staff as well (who will be spending a lot of time there). He stated that it could also be temporary housing.
    - Brad Werdick stated that those were good ideas. He stated that the first task is to get the committee together to discuss the program entailments. He stated that there is generally an interest in providing housing at there.
    - Mark Cunningham stated that this is exactly why he wanted the committee to see this presentation and have these discussions. He wanted the committee to see the big picture, see what the plans are, and think about the best spot for a housing facility.
- Rochelle Lorkovic asked if there are plans to have childcare in the facility.
  - Brad Werdick explained that one of the biggest issues with childcare is funding. He stated that a lot of these buildings are funded from the revenue that will be generated from the building. He stated that the general mindset is entrepreneurial and that they often seek options that will generate revenue to pay for the building.
  - Rochelle Lorkovic asked if this topic could be brought up as an option at the committee meetings so that it could at least be considered in the planning stages.
  - Brad Werdick stated it is definitely good to keep this topic on their radar.
- Center for Novel Therapeutics (directly west of the La Jolla Institute Facility).
- Transportation Projects
  - I-5 Genesee Interchange Project
    - This is a City of San Diego project managed by Caltrans. It will double the capacity of the bridge and the on and off ramps. The construction will begin in October 2013 and will take 2 to 2.5 years to complete. There will also be a bike route extended from Sorrento Valley to UC San Diego.
  - Light Rail (13 mile extension of the blue line from Old Town to UCSD to UTC)
    - The Light Rail plan includes two stations on campus: (1) West campus at Pepper Canyon, (2) East Campus, northeast of UCSD’s baseball field.
    - Cory Stevenson inquired as to why the structure will be entirely aerial.
      - Brad Werdick stated that it was something UC San Diego requested.
      - Mark Cunningham explained a mitigation plan has already been developed in response to concerns regarding sounds and safety.
    - Tanesha Higgins asked what the estimated date of completion is.
      - Brad Werdick stated that construction is planned to start in 2015 and is estimated to finish in 2018. He believes it might spill into 2019.
      - Mark Cunningham stated that there will be a town hall at Price Center East on June 10, 2013 from 3pm to 6pm. He encouraged all those interested to attend.
  - North Coast Project
    - This project is the widening of I-5 and will include a direct access ramp.
  - Gilman Drive Bridge
    - This bridge would provide a direct link for pedestrian, vehicular, and bike traffic between main campus and the medical research facilities on east campus. The construction is set to begin in early 2015 and finish in the middle of 2016.
    - Cory Stevenson asked about the possibility of constructing a foot bridge that will link this bridge to graduate housing. He explained that those residents, on that side of the freeway, have a roundabout way of getting to central campus.
      - Brad Werdick explained that this is a huge area to span a bridge. He also pointed out that this area is designated wetland and is biologically sensitive. He stated that it would be hard to get in there to do construction.
      - Cory Stevenson stated that even something as minor as adding a cobblestone path would work. It does not have to be a new structure. Students will make their own trail so he suggested that something be done proactively.
      - Russ King asked if the university has an advocate on the Caltrans board.
        - Brad Werdick stated that he sits in, on a lot of those discussions.
        - Mark Cunningham stated that this bridge is going to be important because a lot of people will be using it. He urged the committee to think long term. All of these projects will
contribute to traffic and there is a huge community to think about.

Meeting adjourned. The next meeting will be on Wednesday, May 22, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
Associated Residential Community Housing (ARCH) Advisory Committee
May 22, 2013

MEMBERS PRESENT: RAFAEL ACEVEDO
KIM CIERO
MARK CUNNINGHAM
CARSON DANCE
LISA DIEU
EMILY ELIZABETH GOODMAN
TANESHA HIGGINS
DONALD JOHNSON
ROCHELLE LORKOVIC
MICHAEL RIVERA
SHANA SLEBIODA
CORY STEVENSON
PA CHIA VUE
MARY BETH WARD

MEMBERS ABSENT: LINDSAY FREEMAN (PROXY TO MICHAEL RIVERA)
KATIE KNOLL
RUSSELL KING

Appeal 98
- Emily Goodman shared the online appeals voting results: 2-4-3
  ○ Lisa Dieu motioned to vote.
    ▪ Michael Rivera seconded the motion.
      • Appeal denied with 2-7-1 vote.

Appeal 118
- Emily Goodman shared the online appeals voting results: 0-8-1
  ○ Lisa Dieu motioned to vote.
    ▪ Carson Dance seconded the motion.
      • Appeal denied with 0-11-0 vote.

Appeal 119
- Emily Goodman shared the online appeals voting results: 0-8-2
  ○ Carson Dance motioned to vote.
    ▪ Lisa Dieu seconded the motion.
      • Appeal denied with 0-10-1 vote.

Town Hall Meetings Follow Up and Update
- Taneshia Higgins inquired as to whether or not a schedule had been sent out to the members regarding the Town Halls because she was unaware that a few had already taken place.
  ○ Kim Ciero stated she received a doodle poll via email.
  ○ Emily Goodman stated that the schedule was listed at the top of the doodle. She said there were three left.
Shana Slebioda stated that she received the Town Hall schedule because it was emailed by a GSA representative.

Cory Stevenson shared the upcoming Town Hall dates and times:
- Rita, 5/23/13, 7pm
- Coast, 5/28/13, 7:30pm
- SGA, 5/30/13, 7pm

Emily Goodman stated that there have been two Town Halls: Family and Mesa/OMS. She said that each one yielded productive conversations. A topic that was mentioned at both was vehicular speed and traffic. There were discussions about what to do to prevent speeding (i.e. adding speed tables and/or more signage).

Kim Ciero asked what the attendance was like at both Town Halls.

Emily Goodman shared that there was about 15 people at the Mesa/OMS Town Hall and 6 people at the Family Town Hall. She stated that although the groups were small, every person that attended had something to say.

Shana Slebioda asked if the residents were happy about having Town Halls.

Emily Goodman said yes. She believes the Town Halls were well received and gave residents an opportunity to speak up about any issues or concerns.

Cory Stevenson inquired about the specific issues brought up regarding the laundry rooms.

Emily Goodman said that the topic of locking the laundry rooms was discussed.

Mark Cunningham shared that there were many issues brought forth. A few of those issues include access to the laundry rooms, security, not having a money option, and the folding table versus the giving table. The money issue is being worked on right now, to allow both a credit card and a coin option. He explained that the folding table/giving table issue might be a signage issue that could easily be fixed.

- Michael River asked how much it would cost to convert these machines to both card and coin.
  - Mark Cunningham said it would not cost the residents anything. The capability is there and the Housing Office is working with the vendor to make it happen.
- In regards to the folding table/giving table issue, Rochelle Lorkovic pointed out that it isn’t always a matter of residents leaving their clothes on the wrong table while they run back to their apartment. She mentioned that sometimes clothes are pulled from the dryer by another resident so that they may use the dryer for their clothes. Then when the other resident returns to pick up their laundry, their clothes are gone.
- Carson Dance stated that she does not see a need to lock the laundry rooms.
- Mary Beth Ward asked if the laundry rooms need to be secure if the machines accept cash.
  - Mark Cunningham said no.
  - Rochelle Lorkovic thought the purpose of the locks were to keep the people that did not live in the community out of the laundry rooms.
Mark Cunningham said that the logistics need to be worked out so that it is convenient for the entire community. The locks should not discourage residents from using the facilities.

- Mark Cunningham shared that good input was received regarding the pesticides. Once information is gathered then it can be brought forth to Grounds for discussion.
  - Lisa Dieu asked if gardening was brought up.
    - Emily Goodman shared that the residents at the Family Town Hall requested having more plots for gardens. She mentioned that people from the garden group attended the meeting and provided some useful suggestions.
    - Carson Dance stated that the theft issue in the gardens has been resolved and the person responsible has been caught.
    - Mark Cunningham stated that the goal of the Town Halls was to capture all of these items and come up with an action plan. We can then follow up with the residents. He stated that one of the attendees at the Family Town Hall had been the gardening coordinator for a while and gave some great suggestions (i.e. paying for a plot of land; if you don’t take care of your plot, you’ll lose it).
    - Emily Goodman shared that the topic of a community shed with community supplies was discussed as well.
    - Rochelle Lorkovic shared that residents will be contacted if their garden is in shambles.

- Emily Goodman stated that another big talking point was that of communication and getting families/community involved. Communication strategies focusing on residents communicating with other residents were discussed. There was talk of creating a Google group or a listserv so that residents can post items for other residents to view.
  - Lisa Dieu suggested creating a Facebook.
  - Rochelle Lorkovic stated that she believes that Mesa has a Facebook.

- Shana Slebioda asked if the two year housing policy came up.
  - Emily Goodman stated that it did not. There was a quick discussion regarding quick turnover, but not the policy itself.
  - Cory Stevenson stated it has been well disseminated that the two year policy cannot be changed and came from the Dean.
  - Mark Cunningham said that the focus should be on items that can be fixed or changed.

Finals Week Meeting
- Rochelle Lorkovic requested that the committee not have a meeting during Finals Week.
  - Mark Cunningham stated that there will be no meeting during Finals week. Next week, the committee will need to discuss the summer meeting schedule.

Letter of Support for Future Graduate Housing
- Mark Cunningham stated that, as of this morning, the ARCH waitlist is at 1222 students. He said that this number is really high. The record high is 1300 students.
  - Lisa Dieu asked if this number represented the number of students who want to move in right now.
    - Mark Cunningham stated that these students want to move in anytime and any day now. With this number, another 600 apartments would be needed. He did point out that the waitlist is at a high point because new incoming folks are on the list.
- Emily Goodman stated that the letter of support needs to be approved and submitted by the committee by March 28.
- Mark Cunningham said that he’s been talking to the Chancellor about moving forward with a new housing project, not details. This letter will show that the committee supports moving forward with the project. Details will be discussed later.
- Emily Goodman altered the Grad Life Steering letter and included the following: a statement of what the ARCH Advisory Committee does, the same statistics used in the strategic plan, couples and families, and verbiage regarding the increase of International Graduate students in the upcoming years, per the strategic plan. She asked the committee if they wanted to make specific recommendations in the letter.
  - Carson Dance suggested keeping the letter general.
  - Michael Rivera agreed with keeping the letter general.
- Rochelle Lorkovic inquired as to how to get on the building advisory committee.
  - Mark Cunningham said that the members of the committee will be appointed by GSA and AS. He suggested that the letter recommend that someone from the ARCH Advisory Committee be on the building advisory committee.
  - Cory Stevenson suggested recommending that multiple members be on the building advisory committee.
  - Mark Cunningham said that the committee needs to have a voice. He believes the building advisory committee should reflect the community it’s impacting.
- Cory Stevenson asked if the two year housing policy was mentioned in the letter.
  - Emily Goodman said yes.
- Michael Rivera motioned to approve the letter as is.
  - Carson Dance seconded the motion.
    - Letter approved as is with 12-0-0 vote.

Pet Policy
- Carson Dance shared that research shows the having pets decrease stress.
- Mark Cunningham stated that this is a fairly difficult process. He passed out a copy of the current HDH Pet Approval Policy for Professional Live-on Residential Staff. He shared that this policy is really strict and requires a $1000 pet deposit. This policy is UC-wide agreed to. There are currently 11 service dogs in the communities. He stated that the main thing is to make sure the owner is responsible. He stated that last week, a dog barked for 11 hours straight and the neighbors finally called the police. HDH is following up with the resident regarding the incident. He also stated that if there is a flea issue, it could travel up or down to other apartments. He stated that the committee needs to decide how strict the policy should be. The specifics of the policy did not need to be decided today. He asked the committee if they wanted to allow residents to have dogs.
  - Kim Ciero said no.
  - Lisa Dieu stated that there are so many issues with having a dog (i.e. dog poop left on the ground) and believes this would open up a can of worms.
  - Don Johnson believes there should be a pet policy regarding dogs because there are illegal dogs in the communities. He believes that having a policy in place will put the responsibility of having a dog on the owner’s shoulders. If there is a policy and the owner has to put down a pet deposit, they will be more responsible regarding their pet. He stated that there are psychological and therapeutic aspects of having a dog. He believes the current policy discriminates against people who love dogs.
Kim Ciero stated that the points brought up are good points but expressed concern regarding noise and barking. She is not completely against the idea but is leery about it. She stated that once the door is opened, the committee cannot go back. She also mentioned that there are Therapy Fluffies on campus already.

Michael Rivera asked if the goal is to take action on the issue today or just discuss it.

- Mark Cunningham stated that he would like direction from the committee regarding the issue. He stated that if the committee is in favor of having dogs in the facilities then time will need to be spent working on the policy to ensure that everything is thoroughly discussed. Also, ample time would need to be given to notice the residents before more people move in.
- Kim Ciero asked who this recommendation regarding allowing dogs, would go to.
  - Mark Cunningham said the recommendation would go to him.
- Michael Rivera suggested giving more money to the therapy puppies so that they can come around every other week. He stated that he loves dogs too but does not want to come home to a barking dog or poop.
- Don Johnson stated that this could be limited to specific facilities.
  - Emily Goodman shared that Rita is cat free entirely.
- Don Johnson moved to end the discussion and vote on the issue.
  - Lisa Dieu seconded the motion.
    - Carson Dance objected. She stated that each person should be allowed to determine what kind of family they want to have. She does not believe that the components of a family should be determined by the committee. She believes the sound and poop issues can be dealt with. She believes the policy can be discussed and include stipulations like providing documentation regarding obedience training.

Mary Beth Ward motioned to table the discussion until the next meeting.

- Kim Ciero seconded the motion.

Meeting adjourned. The next meeting will be on Wednesday, May 30, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
Associated Residential Community Housing (ARCH) Advisory Committee  
May 29, 2013

MEMBERS PRESENT:  KIM CIERO  
MARK CUNNINGHAM  
CARSON DANCE  
LISA DIEU  
LINDSAY FREEMAN  
EMILY ELIZABETH GOODMAN  
TANESHIA HIGGINS  
DONALD JOHNSON  
KATIE KNOLL  
ROCHELLE LORKOVIC  
MICHAEL RIVERA  
SHANA SLEBIODA  
CORY STEVENSON  
PA CHIA VUE  
MARY BETH WARD

MEMBERS ABSENT:  RAFAEL ACEVEDO  
RUSSELL KING

GUESTS:  LYNN ANDERSON  
MELISSA PLASKONOS

Appeal 112
- Emily Goodman shared the online appeals voting results: 1-11-0
  o Lisa Dieu motioned to vote.
    ▪ Carson Dance seconded the motion.
      • Appeal denied with 0-9-2 vote.

Appeal 113
- Emily Goodman shared the online appeals voting results: 2-7-2
  o Lisa Dieu motioned to vote.
    ▪ Mary Beth Ward seconded the motion.
      • Appeal denied with 1-8-2 vote.

Appeal 114
- Emily Goodman shared the online appeals voting results: 5-1-5
  o Michael Rivera motioned to table appeal indefinitely, until more information is received from OSD.
    ▪ Mary Beth Ward seconded the motion.
      • Appeal tabled indefinitely with 11-0-0 vote.

Appeal 115
- Emily Goodman shared the online appeals voting results: 0-11-2
  o Carson Dance motioned to vote.
- Taneshia Higgins seconded the motion.
  - Appeal denied with 0-11-0 vote.

Appeal 116
- Emily Goodman shared the online appeals voting results: 0-10-0
  - Carson Dance motioned to vote.
    - Taneshia Higgins seconded the motion.
      - Appeal denied with 0-11-0 vote.

Appeal 117
- Emily Goodman shared the online appeals voting results: 0-9-2
  - Mary Beth Ward motioned to vote.
    - Carson Dance seconded the motion.
      - Appeal denied with 0-8-3 vote.

Appeal 122
- Emily Goodman shared the online appeals voting results: 6-2-5
  - Carson Dance motioned to table the appeal indefinitely, until more information is received from OSD.
    - Mary Beth Ward seconded the motion.
      - Appeal tabled indefinitely with 11-0-0 vote.

Appeal 126
- Emily Goodman shared the online appeals voting results: 0-10-0
  - Carson Dance motioned to vote.
    - Mary Beth Ward seconded the motion.
      - Appeal denied with 0-10-1 vote.

Appeal 127
- Emily Goodman shared the online appeals voting results: 0-10-0
  - Carson Dance motioned to vote.
    - Mary Beth Ward seconded the vote.
      - Appeal denied with 0-10-1 vote.

Mark Cunningham introduced Melissa Plaskonos (Associate Director, Property Operations and Planning) and Lynn Anderson (Interior Designer, Property Operations and Planning).
- Mark Cunningham stated that the goal of today’s meeting is to talk about long term plans. He said dollars won’t be discussed today, just ideas and what is valuable to the resident. He asked his team to present a few concepts and options for the committee.
- Rochelle Lorkovic stated that she noticed the painting crew at Mesa changed.
  - Melissa Plaskoskons stated that there are a lot of different reasons why staffing has changed. The painting staff hasn’t been rotated in years, so this was done recently. She also mentioned that there have been some promotions as well.
- Lynn Anderson showed the committee her first sample board and explained that any of the materials used on this board could be applied to any space on campus. This basic specification board showed samples of vinyl, carpet, laminate, appliances, and window treatment. She
explained that the vinyl used is good grade commercial material, usually placed in the bathroom. It is a durable and sturdy product that will last about 20 years.
  o Melissa Plaskonos shared that when a unit is turned over, the floor is waxed.
  o Michael Rivera asked how difficult it would be to replace a small area that is damaged.
    ▪ Lynn Anderson explained that it could be done, but it does not look good.
    ▪ Mark Cunningham stated that the committee will see a lot of different options today and should consider how a product is going to wear and tear over time.
    ▪ Lynn Anderson explained that the committee should think about the value behind a product, not just how it looks or how much it costs.
- Lynn Anderson then showed the committee a carpet tile. She pointed out that the carpet used in this meeting room is carpet tile. She explained that specific tiles can be replaced and the replacement can be done by any of the staff. She also mentioned that the cost of replacing one tile is cheaper than replacing all the carpet in one room.
  o Melissa Plaskonos stated that carpet tile has come a long way and that the new ones are amazing. She explained that they are sustainable and weighted in a way so they appear seamless when placed together. The installation is very simple and consists of placing sticky squares in each corner and simply putting the square into place.
  o Lynn Anderson pointed out that there are a variety of styles and colors to choose from.
- Carson Dance mentioned that the paint used at Mesa has a huge peeling problem.
  o Lynn Anderson explained that Mesa has been around a long time. A renovation would bring in today’s products and these products would not have some of the problems that the products of the past had.
- Cory Stevenson asked what the lifetime of a laminate top is.
  o Lynn Anderson said it depends on how the laminate is treated.
    ▪ Cory Stevenson asked how long it would last with bad treatment.
      ▪ Lynn Anderson said 7 years.
      o Cory Stevenson asked about the lifetime of granite.
        ▪ Lynn Anderson said 25 years.
          ▪ Cory Stevenson shared that at Rita, the countertops are all granite.
  o Mark Cunningham said that this is why he wanted to have this conversation with the committee. He explained that this is an opportunity for the committee to think about what should be a standard in all facilities. There is an opportunity to mix and match, so he wanted the committee to see all the options.
- Lynn Anderson then showed the committee some samples of blinds. She stated that there are so many options available.
  o Melissa Plaskonos stated that blinds bend and are hard to clean, but they are a reasonable price and there are so many options to choose from (i.e. vertical or horizontal).
- Lynn Anderson showed a sample bathroom layout. Her sample showed vinyl, a new vanity mirror, new overhead lighting, and a fiberglass surround shower. Most of the showers have tile. She explained that while tile is a nice product, maintenance is a huge issue. With fiberglass, residents would just need to wipe it down to keep it clean.
  o Melissa Plaskonos added that there is no grout either.
  o Cory Stevenson asked if fiberglass would scratch easy.
    ▪ Lynn Anderson said yes, but only if the wrong product is used. She said it would be really hard to find a fool proof product that would not require maintenance or cleaning. She stated that the fiberglass would be easier to clean.
Lynn Anderson’s next sample board used the Central Mesa floor plan as a guide and introduced some new products to make it more contemporary. She showed the committee a different window treatment: the sunshade. She also explained that very little changes could be made to make the apartment a little more fancy (i.e. changing the handles on cabinets). She replaced the closet doors with mirrored doors to open the room up. She then introduced vinyl hardwood flooring. She stated that this could be placed in a living room and it would look like hardwood floor.

- Melissa Plaskonos said that it would not need waxing, is scratch resistant, and is easy to clean.
- Lynn Anderson added that the vinyl hardwood flooring would last 15-20 years. It could be used in the living room, the entranceway, or the kitchen.
- Carson Dance asked if there was a noise difference between the vinyl hardwood floor and carpet.
  - Melissa Plaskonos said that she and her team met with the manufacturers and discovered that the decibel level is about the same between the two.
  - Lynn Anderson stated that this floor absorbs the sound. She added that this product is also customizable and comes in a variety of designs.
- Cory Stevenson asked how many years a sunshade would last. He grew up with them and remembers having to replace them about every 5 years.
  - Lynn Anderson said there are a few maintenance issues but not nearly as many as there are with blinds. She believes this product will last a long time. She stated that there is also a total blackout sunshade option that could be placed in a bedroom to keep any light from coming through.
- Mark Cunningham said that no decisions need to be made today. He wanted to provide the committee with the available options so they could go back to their residents to ask for their thoughts. He pointed out that families should be considered too (i.e. what will be more comfortable for kids to run around). He asked the committee how they felt about using vinyl flooring as opposed to carpet in the living room.
  - Cory Stevenson stated that the carpet tiles would be easier to maintain and switch out, than the vinyl flooring.
- Cory Stevenson asked if turning an apartment over will still cost the same.
  - Melissa Plaskonos said yes but the maintenance costs will be less.
  - Lynn Anderson pointed out that a resident would have to do some serious damage to these products to really damage it.
- Lynn Anderson’s last board showed options that were a little more luxurious. She used the South Mesa floor plan as her guide. This sample showed a solid surface top and plank flooring.
  - Melissa Plaskonos explained that the plank flooring would provide a hard floor option with the flexibility of a carpet tile.
  - Cory Stevenson pointed out that water might possibly get underneath the tiles.
    - Melissa Plaskonos said yes, but the tiles would be easy to replace if needed.
  - Rochelle Lorkovic asked if the plank flooring is durable.
    - Lynn Anderson said absolutely.
- Lynn Anderson asked the committee if they would be interested in having a painted accent wall.
  - Mark Cunningham stated that these are changes that can be made for very little dollars. He explained that the rooms are repainted anyway, so painting an accent wall would be easy. He asked the committee if residents would be interested in having an accent wall.
    - Carson Dance suggested giving residents the ability to paint their rooms.
Cory Stevenson said that this would make sense if residents are living in the facility for a longer period of time but pointed out that this is temporary housing.

Don Johnson stated that he believes the accent wall is a great idea. He then asked about dishwashers and shared that his neighbors have expressed that having one would be helpful.

- Mark Cunningham shared that he has presented this idea on every single housing project but it has been thumbed down every time. He explained that for a small amount of money, residents could have this. In regards to maintenance concerns, he stated that these machines are almost bullet proof. He’d like the committee to think about all these options and eventually come up with a standard so that each unit is consistent across the board when it comes to quality.

- Lynn Anderson added that the committee should figure out what makes sense and what will be valuable. Many of the options can be mixed and matched, depending on what the committee thinks the resident will need.

- Mark Cunningham said the goal of the meeting was to introduce ideas and see what catches your eye. He asked the committee to start thinking about where the values are and what will be comfortable.

The Next Meeting
- Mark Cunningham stated that the committee needs to discuss the summer schedule.
- Cory Stevenson asked if the handbook could be discussed because it needs to be revised.

Meeting adjourned. The next meeting will be on Wednesday, June 5, 2013, at 1:30pm, in the Rita Atkinson 3rd Floor Conference Room.
Associated Residential Community Housing (ARCH) Advisory Committee
June 5, 2013

MEMBERS PRESENT: RAFAEL ACEVEDO
 MARK CUNNINGHAM
 CARSON DANCE
 LINDSAY FREEMAN
 EMILY ELIZABETH GOODMAN
 TANESHIA HIGGINS
 DONALD JOHNSON
 RUSSELL KING
 KATIE KNOLL
 ROCHELLE LORKOVIC
 SHANA SLEBIODA
 PA CHIA VUE

MEMBERS ABSENT: KIM CIERO
 LISA DIEU
 MICHAEL RIVERA
 CORY STEVENSON
 MARY BETH WARD

Appeal 91
- Emily Goodman shared the online appeals voting results: 2-4-3
  - Taneshia Higgins motioned to vote.
    - Rafael Acevedo seconded the motion.
      - Appeal denied with 0-7-3 vote.

Town Hall Updates
- Mark Cunningham said that the issues that were brought up at the Town Halls are currently being addressed. Any items that cannot be fixed will be brought back to the committee to discuss. Updates can then be provided to the communities. He then stated that HDH Staff met with Grounds this morning about pesticides and increasing garden plots.
  - Russ King supports the garden plots and wants to see more of them. There is a weed issue, but he believes this can be resolved by ensuring that those spaces are being managed.
    - Rochelle Lorkovic suggested adding verbiage to the garden plot agreement stating that the resident is responsible for managing weeds. She asked if HDH was able to find more areas for plots.
      - Russ King said yes.
- Mark Cunningham announced that the construction of the Jacobs Medical Center is ahead of schedule.
- Mark Cunningham met with Parking and Transportation yesterday. He stated that they would like to add a shuttle stop in Central Mesa, once they have the funds to do so. He said that although everyone agreed that speeding was an issue in Mesa, concerns were brought up regarding the addition of more speed bumps (and making them too big) and having a policeman on site to issue tickets. The police are going to review the area again and will get back to the committee.
Summer Meeting Schedule
- Emily Goodman said that she will be out of town in the month of July. She stated that she might be able to Skype into the July meetings. She reminded the committee that there is no meeting next week.
- Mark Cunningham asked about the previous summer meeting schedules. He asked if the committee wanted to meet every other week or if they would prefer to have longer meetings, less frequently (i.e. a half day meeting to take care of as many items as possible). He said that it was up to the committee and is fine with whatever they decide.
  - Rafael Acevedo suggested having meetings every other week. He also did not mind having a half day meeting, as long as a good time was determined so everyone could attend.
  - Emily Goodman agreed with having meetings every other week so that the committee can stay connected over the summer.
    - Rochelle Lorkovic asked how long the meetings were going to be.
      - Emily Goodman said they would still be the same length.
    - Shana Slebioda asked if the meetings were going to be at the same time and on the same day.
      - Rochelle Lorkovic said she will have class at this time over the summer.
      - Mark Cunningham said he will have Corliss Vargo send a doodle poll to find out when everyone is available to meet.

Pet Policy
- Mark Cunningham asked the committee if they wanted to move forward with the pet policy. If so, he can bring a draft back to the committee for review.
  - Rochelle Lorkovic suggested surveying the community to see where they stand with regard to having dogs.
  - Rafael Acevedo asked if it would be majority rules (i.e. if 70% reply back and say that they want to allow dogs in the units).
    - Rochelle Lorkovic stated that this would make sense because a vote taken here in the committee meeting would be majority rules.
  - Don Johnson believes there should be a dog policy because there are people violating the policy already. There is a policy for cats so there should be one for dogs. Also, he believes this would be a revenue generator for housing.
  - Mark Cunningham thinks it’s a good idea to survey the community. If only 30% state that they want to have dogs, it will be up to the committee to determine whether or not that is enough.
  - Carson Dance asked how HDH currently deals with illegal dogs.
    - Katie Knoll shared that Housing follows up with the residents in the unit but often times it is hard to determine who the dog belongs to within the unit or who exactly they should follow up with.
  - Emily Goodman pointed out that the committee should consider other issues like unit turnover and flea risks.
  - Carson Dance pointed out that there are already service dogs living in the units so there should be a policy.
  - Rafael Acevedo stated that dogs will need to be walked and then there is the issue of poop.
- Emily Goodman stated that there are already dogs all over campus. Allowing residents to have them will require more trash cans, a policy for poop and cleaning it up, and poop bag stations. She said that there could be a leash policy as well.
  - Rafael Acevedo asked if the committee should go ahead and motion to decide whether or not to pursue having dogs.
    - Rochelle Lorkovic said she’d like the community to be surveyed first.
      - Katie Knoll asked what the survey should ask.
        - Rochelle Lorkovic suggested the following:
          - Would the community like to have dogs?
          - How does the resident feel about their neighbors having a dog?
          - What should be included in the pet policy?
        - Mark Cunningham suggested asking if the resident would be willing to pay a pet deposit and provide a few dollar amounts as examples.
        - Emily Goodman suggested asking about any possible concerns the resident may have about dogs.
  - Mark Cunningham said he would be happy to put together a policy for the committee to review. He also suggested having an HDH pet tag.
    - Katie Knoll shared that the Housing Office is currently looking into doing that for service dogs.
  - Mark Cunningham reiterated that he believes it is important to survey the community to get feedback regarding the issue. The community may think of issues that the committee hasn’t thought of yet. Once this input is received, the committee can make a decision to move forward or not.
    - Don Johnson asked how the committee will proceed if the community feedback is not a majority (i.e. 45% or 50%).
      - Mark Cunningham said that the community feedback is input for the committee to use to help with making the decision. In the end, it all comes down to the committee.
    - Carson Dance asked if it was allowed to ask if a resident has a dog.
      - Taneshia Higgins said she believes the question can be asked because some residents have service dogs.
      - Mark Cunningham suggested that the survey have an introduction that provides background regarding the issue. He said that the committee should think about the perspective of the survey.
      - Emily Goodman suggested providing the pros and cons of having a dog.
      - Mark Cunningham asked the committee if they wanted HDH to come up with a survey.
        - Members said yes.
      - Mark Cunningham suggested surveying the waitlist too. He will talk to HDH’s marketing group. He also suggested the survey be anonymous so the residents can be comfortable with expressing their feelings.
      - Don Johnson suggested doing the survey out of GSA.
Emily Goodman said that both the executive and council meetings are over for the academic year, so the survey really shouldn’t come from there.

- Mark Cunningham is worried that if residents see that the survey is from HDH, residents may not feel comfortable to respond.
- Emily Goodman suggested that the survey be sent from her email so that the community will see that this is coming from the ARCH Advisory Committee (since she is the co-chair).
- Katie Knoll said that Housing has a survey monkey account that could be used too but she believes that if it comes from Emily, it will put the ARCH Advisory Committee out there and show the community that the committee handles more than just the appeals.
- Emily Goodman agreed. She said that the committee represents the community and the survey should come from the committee.

Meeting adjourned. The next meeting will be on Thursday, June 27, 2013, at 2:00pm, in the Rita Atkinson 3rd Floor Conference Room.
Associated Residential Community Housing (ARCH) Advisory Committee
June 27, 2013

MEMBERS PRESENT: RAFAEL ACEVEDO
MARK CUNNINGHAM
LINDSAY FREEMAN
EMILY ELIZABETH GOODMAN
TANESHIA HIGGINS
DONALD JOHNSON
RUSSELL KING
KATIE KNOLL
ROCHELLE LOR KOVIC
SHANA SLEBIODA
PA CHIA VUE
MARY BETH WARD

MEMBERS ABSENT: KIM CIERO (PROXY TO TANESHIA HIGGINS)
CARSON DANCE (PROXY TO LINDSAY FREEMAN)
LISA DIEU (PROXY TO SHANA SLEBIODA)
MICHAEL RIVERA (PROXY TO LINDSAY FREEMAN)
CORY STEVENSON

Appeal 142
- Emily Goodman shared the online appeals voting results: 1-8-1.
  o Mary Beth Ward motioned to vote.
    ▪ Taneshia Higgins seconded the motion.
      • Appeal denied with 1-8-0 vote.

Appeal 148
- Emily Goodman shared the online appeals voting results: 3-6-3.
  o Mary Beth Ward motioned to vote.
    ▪ Taneshia Higgins seconded the motion.
      • Appeal denied with 0-9-0 vote.

Appeal 154
- Emily Goodman shared the online appeals voting results: 0-8-1.
  o Don Johnson motioned to vote.
    ▪ Rafael Acevedo seconded the motion.
      • Appeal denied with 0-11-0 vote.

Appeal 155
- Emily Goodman shared the online appeals voting results: 1-7-2.
  o Rafael Acevedo motioned to vote.
    ▪ Mary Beth Ward seconded the motion.
      • Appeal denied with 0-10-1 vote.

Appeal 157
- Emily Goodman shared the online appeals voting results: 3-5-0.
  o Mary Beth Ward motioned to vote.
    ▪ Rafael Acevedo seconded the motion.
  • Appeal approved with 11-0-0 vote.

Garden Sites Update
- Mark Cunningham shared that there are two proposed garden sites in South Mesa. HDH will work with Grounds to create plot plans. Once the sites are confirmed, he suggested notifying the neighbors adjacent to the plot, that the area will be turned into a garden site. He asked the committee if they felt the site should be set up differently than the current one located in North Mesa.
  o Rochelle Lorkovic suggested having one person oversee both garden sites. Each site could have one person assigned to running it and ensuring that the rules are being followed.
- Emily Goodman suggested inviting the garden coordinator to a future meeting so the committee can talk with her.
- Mark Cunningham asked the committee if they wanted to continue pursuance of the garden sites.
  o Don Johnson motioned to vote by unanimous consent to continue pursuance of the garden sites.
    ▪ Rafael Acevedo seconded the motion.
  • There being no objection, motion is granted.

August 22, 2013 Meeting Conflict with Summer Graduate Life Committee
- Mark Cunningham asked the committee if they would like to reschedule the August 22 meeting or cancel it.
  o Emily Goodman shared that four of the committee members would not be able to attend the August 22 meeting. She prefers to reschedule the meeting.
  o Mark Cunningham said that Corliss Vargo will get in touch with the committee to perform a doodle to determine another meeting time/date.

Town Hall Items
- Mark Cunningham stated that the ARCH staff is currently going through every item and providing a status update (what has been done, what they plan to do, or if they are stuck and need guidance, etc.).
- Mark Cunningham shared that the laundry machines at Mesa, One Miramar, and Coast, will soon allow the use of both credit cards and cash as payment (estimated to begin the first week of August). Once the date is confirmed, the communities will be notified.

Pet Survey
- Emily Goodman asked the committee for input regarding the pet survey and the questions it should ask.
  o Russ King said that the survey needs to identify who is who so that the committee can clearly see what internal customers are saying and what external customers are saying.
  o Emily Goodman agreed. She suggested the first question be demographic.
    ▪ The following demographics were suggested:
      • Who you are: Grad/UG, degree type
      • Partner status: single, partnered
• Children (y/n), how many?
• Current resident (y/n)
  ○ Nested: Y, which community; N, preferred/past community
  ○ Katie Knoll said that she will play with survey monkey to see if the questions can be made adaptive to the answers provided.
- Rochelle Lorkovic asked if pets would be allowed at Rita as well, since cats currently aren’t allowed.
  ○ Mark Cunningham said that this policy should be across the board for all graduate facilities and suggested that the committee take an “umbrella approach,” when thinking about the pet policy.
  ○ Emily Goodman agreed. She said that residents could possibly move from facility to facility and having a policy across the board would be better.
- Katie Knoll reminded the committee of the survey questions suggested at the previous ARCHAC meeting:
  ○ It was suggested that an introduction be added to the top of the survey, to give preface as to why the survey is happening.
  ○ If pets are allowed, what concerns would you have? (Please check all that apply)
    ▪ Barking/noise
    ▪ Unit Cleanliness (odor, pet dander)
    ▪ Safety (biting)
    ▪ Community cleanliness (animal waste, Landscape)
    ▪ Sharing space with children
    ▪ Veterinary care (vaccinations, spaying/neutering, flea control)
    ▪ Other (please specify)
  ○ Would you be willing to move to a unit where there is a dog? (y/n)
  ○ Would you be willing to move to a unit where there previously has been a dog?
- Rafael Acevedo asked if guidelines could be set up regarding vaccinations, etc.
  ○ Mark Cunningham said yes.
  ○ Don Johnson suggested providing guidelines regarding vaccinations, required licenses, and obedience training.
  ○ Emily Goodman suggested adding the following question to the survey: “Would you be willing to agree to a pet policy requiring the following?” She also suggested that it be required that all pets be microchipped for the purpose of tracking them or identifying who they belong to if there is an issue.
  ○ Katie Knoll shared that HDH is also thinking about creating a tag to identify them.
- Don Johnson asked if a differential housing rate system would be considered for residents who have a pet. He shared that some apartments, in his previous experience, required both a pet deposit and an additional monthly rental cost (i.e. $50 extra a month).
  ○ Emily Goodman said that she agrees with having an additional cost, as long as the differential is not too much.
  ○ Shana Slebioda expressed concern regarding the additional rent. She is worried that if rent is raised, there may be more incentive to hide pets.
    ▪ Don Johnson said that this could be remedied with the pet tag system. If a pet is seen without a tag, the office should be notified.

Meeting adjourned. The next meeting will be on Thursday, July 11, 2013, at 2:00pm, in the Rita Atkinson 3rd Floor Conference Room.