ON CAMPUS HOUSING & DINING SERVICES
ADVISORY COMMITTEE MEETING MINUTES
January 21, 2014

MEMBERS PRESENT: Mark Cunningham, Director, HDH
Diane LeGree, Chair, Sixth College Dean
Clarisse Abuel, Sixth Representative
Rasheed Al Kotob, ICRA Representative Proxy
Malik Ismail, Resident Dean Representative
Gustavo Jimenez, Warren Representative
Richard Madsen, ERC Provost
Esteban Marquez, Financial Aid Representative
Jacqueline Nguyen, ERC Representative
Helen Ly, Muir Representative
Windi Sasaki, Res Life Liaison
Matt Schwegler, Village Representative
Joshua Yang, Revelle Representative
Pa Chia Vue, Secretary

MEMBERS ABSENT: Jordan Coburn, AS Representative
Russell King, HDH Representative

Spring Break Residence Hall Closure
- Mark shared that as of Friday, January 17, UC San Diego received approximately 90,000 incoming applications for 2014-15 academic year.
- He asked the committee to think about whether or not the residence halls should be open during spring break. There is concern that if there is no forced break between Winter and Spring Quarters, students may feel burnt out. The decision to stay open does not affect HDH because the staff are already here working. The only cost would be dining, if the committee chooses to keep the dining facilities open. He also reminded the committee that there would need to be RA’s on duty. He asked the committee to go back to their constituents to gather feedback.
  - Matt remembered seeing a flier about a special hotel promotion and asked how the turnout was.
    - Mark said that this promotion was for winter break and participation was really low.
    - Diane shared that 2-3 students participated in the promotion.
  - Jackie thinks keeping the residence halls open over spring break is a good idea for international students because they can't afford to fly home and usually have to make arrangements to stay with friends.
  - Josh asked, in history of UCSD, if the residence halls were ever open during spring break.
    - Mark said no, but also stated that the current student population is different and more diverse.
  - Clarisse thinks the hotel promotion participation rate was low because students are more willing to fly home during winter break. She believes it will be higher over spring break because students are less likely to fly home for such a short amount of time.
    - Mark agrees and thinks the numbers would be higher over spring break as well.
- Josh remembers the committee discussing this issue a few years ago. He asked why the committee chose to keep the residence halls closed.
  - Malik shared that concerns were brought forth regarding RA staff working through the entire week and the issue of cost.
  - Mark stated that there was also a philosophical question posed about whether or not people needed a break and forcing them to take a break. Without spring break, students would do 28 weeks straight on campus.
- Jackie shared that at SDSU, when a student applies for housing, they are asked if they want to stay on campus during the holiday breaks. These students were then grouped together. This allowed them to only staff what they needed over the breaks.
  - Mark said that HDH does something similar and places these students in the apartments.
  - Windi shared that each residence life office currently works with their students on a case by case basis.
  - Malik said that if the question is posed early, the students could be assigned to the same community. One of his biggest concerns is safety. If a student is alone in a facility and has a crisis, nobody would know they needed help. If students are assigned in advance to a community, this would resolve that.
  - Mark said that RSO’s could be told to keep an eye on that particular building or area because students will be there over the break. It’s a controlled space. This could be done at every college.
  - Malik said that all the details of this program would need to be discussed carefully. For example - If a student is asked in advance, says no, and then changes their mind, the office would need to determine how they want to deal with that.
  - Helen asked if students would still be placed in their college if they opted to stay on campus over the break.
    - Mark said yes. Each college would have their own community.
  - Matt asked if this would affect pricing for everyone.
    - Mark explained that if this option were open to everyone, no. There would only be a cost if the committee decided that dining facilities needed to remain open as well.
  - Helen asked about security and if students will have to pay more to have an RSO over the break.
    - Mark explained that RSO’s work 365 days a year. Maintenance too. The committee would have to discuss RA compensation though, if these five days are added.
  - Malik pointed out that these communities would have a higher population of international students. Concerns have been brought up in the past, from international students regarding this. The committee has to decide what the priority is and think about the university’s priorities and goals.
  - Mark asked the committee to go out into their communities to get feedback about (1) keeping residence halls open for spring break and (2) pre-assigning students to a community.
- Helen expressed concern about guests and parties over spring break. There may also be an increase in alcohol incidents and residence hall policy violations in general.
• Mark said that this should be expected and that there will always be pluses and minuses to the program. He also pointed out that these items could happen at any time during the academic year.
  • Clarisse likes the idea of creating communities. Regarding the concern from the international students about integration, she believes this could be resolved by RA’s and the creation of bonding activities. With regard to the concern about students changing their mind (after originally marking that they did not need to stay on campus over the break), she believes these students can be referred the hotel promotion. She stated that this upcoming year should be used as a test year. If the number of students opting to stay on campus is high, the committee could then decide if all residence halls should remain open over spring break.

End of the Year Move Out
- Mark provided background. He shared that this past year, move out was changed to noon. The goal was to minimize congestion and traffic on campus (since graduation ceremonies began on Saturday). Lots of students expressed that this is too quick of a time frame to get out of their space. He wanted to bring this up to the committee for discussion and ask if move out by noon on Saturday is a reasonable expectation.
  o Matt said that regardless of the move out time, there will be complaints. He suggested giving students more time to move out and extending it until Sunday or even Monday. The RA's are there anyway. He believes this will also resolve the congestion and traffic issue. If students know that they have until Monday, they would probably avoid moving out during the heavy traffic times. He doesn't feel that the noon move out time helped with traffic or congestion last year. Allowing them to stay until Monday would disburse move out.
  o Clarisse suggested assigning move out times.
    • Windi said that this was done at Cornell. All students were assigned in 20 minute time blocks and an RA went to their room to review the space and collect their key. It’s a lot of work for staff but this guarantees that students move out at their designated time. She also suggested having evening move out. Many parents are coming from far away and can’t get to San Diego that early in the morning.
  o Rasheed pointed out that many residents want to see their friends graduate. If move out is later on in the day or extended to Monday, students can attend the graduation ceremonies.
  o Jackie supports extending move out to Sunday or Monday. She is from the bay area and it’s hard for her parents to get to campus early in the morning. She also mentioned that students still have finals on Friday and it’s really stressful to move out immediately after.
  o Malik pointed out that the committee needs to also consider staffing. If move out were extended to Monday, all staff members would be required to work (i.e. RA’s, Resident Deans, and Office Staff). He shared that Revelle has adopted a new express check out system. Residents simply place their key in an envelope and sign, agreeing to damage charges assessed. The envelope is then submitted to the office. The resident could also request to have an RA come and inspect the room in person. If move out is extended until Monday, the colleges should adopt an express check out process. Another option would be to have students request an extension and provide a reason for extending
until Sunday or Monday (i.e. Parents are coming from far away and can’t get here until then).

- Diane reminded the committee that all residents are notified in advance that their contract will end on Saturday at noon prior to move in. Residents should be encouraged to be proactive and prepare for move out in advance to the move out date.
  - Mark stated that HDH is always working to improve on communication to the residents.

- Matt shared that the Village offers incentives for moving out early. Professional moving services was offered to all students who moved out prior to Thursday last year.

- Gustavo asked how dining will be affected if move out was extended to Monday.
  - Mark said that dining facilities would still close on Saturday as usual. The markets might be kept open, but not the dining halls. That would be an additional cost.

- Malik asked how the move out extension would affect conferences, orientations, and construction projects.
  - Mark said that HDH would work with the various groups involved to make it work. He asked the committee gather feedback from their constituents about extending move out to Monday at noon.

Other Topics of Discussion
- Mark stated that last year's committee changed the dining hours – opening it earlier for breakfast and extending it later into the night. The breakfast numbers are low but the numbers at night are record high. Last year, there was no housing rate increase; just dining. He asked the committee if there were levels of service that they wanted to add so that he can research it in preparation for the budget. He also asked the committee if there are any groups/speakers and they’d like him to invite to the meetings.
  - Helen pointed out that there are small mistakes being made at the dining halls (i.e. touching food with your bare hands).
    - Mark said that this is a service issue and can be fixed immediately.
  - Matt asked why students are not able to opt out of having a meal plan.
    - Mark explained that this is not possible if the students want to keep all 17 dining locations open. He also pointed out that students in the residence halls do not have a kitchen and would need the meal plan. Allowing students in the apartments to opt out would raise the meal plan cost for the residence halls substantially. He stated that the committee could consider raising the residence hall plan and lowering the apartment plan. Again, he asked the committee to gather feedback so this can be discussed at the next meeting.

Meeting adjourned at 1:30pm. Next meeting is scheduled on Tuesday, January 28, at 12:00pm in the Sixth College Main Conference Room.
ON CAMPUS HOUSING & DINING SERVICES
ADVISORY COMMITTEE MEETING MINUTES
January 28, 2014

MEMBERS PRESENT: Mark Cunningham, Director, HDH
Diane LeGree, Chair, Sixth College Dean
Clarisse Abuel, Sixth Representative
Rasheed Al Kotob, ICRA Representative Proxy
Markus Berrien, HDH Representative
Jordan Coburn, AS Representative
Malik Ismail, Resident Dean Representative
Gustavo Jimenez, Warren Representative
Richard Madsen, ERC Provost
Sulochana Marpadga, Marshall Representative
Esteban Marquez, Financial Aid Representative
Jacqueline Nguyen, ERC Representative
Helen Ly, Muir Representative
Windi Sasaki, Res Life Liaison
Matt Schwegler, Village Representative
Joshua Yang, Revelle Representative
Pa Chia Vue, Secretary

MEMBERS ABSENT: Russell King, HDH Representative

Esteban announced that the deadline to submit the Continuing UG Scholarship Application is February 3, 2014. The Summer Research Scholarship application is also due on February 3. Students can apply through Tritonlink.

Residence Hall Closure during Spring Break
- Mark reminded the committee that the residence halls currently close on Sunday of Spring Break and reopen the following Saturday. All dining halls are closed during Spring Break. It has been brought forth many times that the residence halls should be open during spring break. HDH staff members are here during Spring Break, so HDH does not mind if the residence halls stay open during the break. He also shared that concerns have been brought forth regarding not forcing a break in between Winter and Spring Quarter. There are also safety and security concerns. Each year, the student population on campus becomes more global, more international, and more out of state. There is an process in place that allows students to request an apartment, if they know they will not be able to return home during the holiday breaks, but this process can become complex.
  - Helen said that majority of the people she spoke to did not support having the residence halls open during spring break. There is only a 5 day break between Winter and Spring Quarter for staff and keeping the residence halls open would eliminate that break. She spoke with some students and not many complained about the closures because they knew that they can opt to live in an apartment. She suggested starting a program that would pair residence hall students with apartment students. She asked the committee to remember that the RA’s are students as well and want to enjoy their spring break.
Malik reported that CORD (Council of Resident Deans) feels the same. He has seen what happens when RA’s don’t have a break and what that does to them. They need to disengage from their position and this is important to their success. They talked about possibly asking for volunteers to work over spring break and paying those volunteers extra. They also spoke about liability, safety, and security. During the breaks, the residential life offices usually do a sweep of the facilities to make sure that doors and windows are locked. If the residence halls are open during spring break, the office would not be able to do these safety checks. The other challenge they spoke about was dining. They felt that if the residence halls were to remain open, dining would need to be open as well. From a resident dean perspective, keeping the residence halls closed is better.

Diane said that the Council of Deans feels the same and does not want the residence halls open during spring break. They want all students to have a break and want staff to get a mental break. Spring break is typically used to “play catchup,” and to prepare for Spring Quarter. Not having a break would be hard for everyone. They will be researching how other universities are handling this situation.

Helen said she spoke to some international students and they said they understand the closure and are OK with it. Many already have plans in place for spring break.

Rasheed shared that the ICRA general body decided that it would be better to keep the residence halls closed over spring break. This gives the RA’s and Residence Life Staff a much needed break. They discussed the “pre-assign” idea and are concerned that most students will say “yes” just to be safe and because they haven’t confirmed their spring break plans yet. They are also concerned about disciplinary issues that may arise over the break since there are no classes.

Gustavo spoke to Warren Council and 2/3 of the council wants the residence halls to be open over Spring Break. The RA’s felt differently and need a mental break.

Jordan shared that AS wants to keep the residence halls open but they do understand the RA perspective. She does like the idea of apartment and residence hall pairing.

Jackie shared this issue with SERQ last week and a lot of the same issues were discussed. They voted on whether or not they wanted the residence halls open and 30% said yes, 20% no, and 50% abstained.

Clarisse said that the RA’s were the ones that were the most concerned about the residence halls being open. They believe they should get a break between Winter and Spring quarter.

Jordan asked if the concerns from staff are different for the apartments.

- Mark explained that RA staff in the apartments are not required to stay over Spring Break.

Helen asked, if approved, would this change occur in 2014-15?

- Mark said yes.

Marcus stated that this would be very stressful to dining services. Dining would need to make sure that their dining halls were staffed during Spring Break. Also, most dining units do a deep cleaning during Spring Break. They would not be able to do this if they were open for business during Spring Break. It would be a financial stress as well because they would have to guess how much food to buy and prepare over spring break.

- Mark added further that everyone would have to pay to have them open, not just the people who opt to stay during Spring Break. Also, Dining relies on
student staff heavily. Most students would want to go home during Spring Break and would not be able to work.

- Jordan feels that the residence halls should remain open and that staffing should not be the prominent reason why they are closed during Spring Break.
  - Diane explained that security is another major factor. In the residence halls, there are so many entry points. More security needs to be added if students are allowed to stay in the residence halls over spring break.

- Helen motioned to keep the residence halls closed during spring break.
  - Josh seconded the motion.
    - Motion approved with 11-2-2 vote.

- Malik added that residence life will continue to look into alternative solutions.

**Move Out Discussion**

- Mark shared that he spoke with parking and they feel that the 12pm move out had a very positive impact on graduation and traffic. Although the morning was still chaotic, the afternoon ran smoothly.
  - Diane suggested scheduling a meeting with all the various departments involved to come up with a plan and to prepare for graduation.
  - Helen suggested having different move out times for each college.
  - Rasheed reported that ICRA likes the idea of extending move out to Sunday or Monday.
    - Mark explained that Parking feels that if move out was extended to Monday, people would continue to move out throughout Saturday and Sunday. This would cause traffic congestion and would not solve the problem.
    - Richard said that there could be an increased effort to encourage students to avoid certain time frames.
      - Mark said that this could definitely be done.
  - Jackie said that ERC council members feel similar and said that extending move out to Monday would be less stressful on the students and more helpful to everyone.
  - Gustavo shared that most of the people he spoke to in Warren were in favor of extending move out to Sunday or Monday. He stated that many work in the dining halls and cannot make the noon move out deadline if they work on Saturday.
  - Matt shared that he spoke to several residents and they unanimously liked extending move out to another date and time. The RA’s, however, felt different. The RA’s are in favor of having a screening process in place instead of allowing everyone to stay until Monday. By having a process in place, the offices would know in advance, how many need to stay until Monday. Also, they liked the idea of having an express check out. Generally, the people he spoke to felt that the noon check out does not work.
  - Helen said that the Muir College RA’s are against changing the move out time. They are in favor of each college having their own move out time.
  - Clarisse stated that most of the RA’s she spoke to are in favor assigned move out times (with the consideration of the student’s finals schedule). They also liked the idea of having students request an extension and give a good reason for it.
    - Mark asked about the current exception policy (when a student requests an extension).
      - Malik stated that these are considered on a case by case basis and it is up to the office to approve the extension.
  - Malik stated that extending move out to Monday would give Residence Life a short turnaround to collect keys and clean the rooms in preparation for orientation, which begin
Wednesday. Also, the RA contract would need to be extended through Monday. Residence Life Staff would need to work through the entire weekend (resulting in 12 day work week). The committee would need to discuss dining because that would need to be open as well if students will still be around until Monday. He believes the focus should be on teaching time management. In an off campus housing facility, there would be no exceptions to the move out date. At Revelle, students are encouraged to plan in advance for move out. They are told of the move out date and time in advance and are reminded throughout the year. He suggested looking at alternative solutions like reducing the number of guests allowed at commencement or even streaming the ceremony online.

- Rasheed asked if there were any issues with directing traffic to the Regents Parking Lot and shuttling guests onto campus.
  - Mark said no. Parking has been doing this for a while and will most likely continue doing so.
  - Richard said there isn’t really much parking near Rimac.

- Matt said that there seems to be a lot of flexibility with granting exceptions until Monday so he doesn’t feel that move out needs to be extended until Monday.
  - Mark said that exceptions can be granted on a case by case basis. Every college can modify as they need to.
  - Matt suggested having a meeting with ERC, Marshall, and the Village to find a solution that will work for them.

- Jackie asked why the move out time was moved from 6pm to noon.
  - Mark said that this was at the request of Parking, Commencement, and the University to alleviate traffic congestion.
  - Jackie asked if moving the time helped.
    - Mark said that parking believes it had a positive impact. The traffic was still heavy before noon, but afterwards there were no problems.

- Richard asked if the University has ever considered having commencement at night.
  - Mark said this was a good suggestion and reiterated that Diane’s idea of getting the various departments together in a meeting is a good idea.

- Mark asked the committee if they were ready to vote on the issue.
  - Rasheed said that since so many new ideas were brought up, he’d like to go back to his constituents to discuss this further and report back next week.
  - Mark asked the committee to consider graduation when discussing everything with constituents. Having 10,000 residents move out when they want over the weekend would be chaotic. Also, he asked the committee to remember that all RA’s would need to be on duty until Monday. He is not opposed to the idea of changing move in time, but wants the committee to consider everything involved.
  - Rasheed suggested restricting move out times during graduation. He suggested that students be allowed to check out only during certain time periods.
  - Diane reminded the committee that during orientation, residence life staff will be assisting and will not be available to check students out of their space.
  - Malik suggested moving Finals so that first years have their finals earlier in the week and upper classmen can have theirs later on in the week.
  - Mark asked the committee to gather feedback about the move out time on Saturday and whether or not the time should be changed. The contracted move out day will still be Saturday and exceptions can be made by the offices to extend past that, on a case by case basis.
Meeting adjourned at 1:23pm. Next meeting is scheduled on Tuesday, February 4, at 12:00pm in the Sixth College Main Conference Room.
ON CAMPUS HOUSING & DINING SERVICES
ADVISORY COMMITTEE MEETING MINUTES
February 4, 2014

MEMBERS PRESENT: Diane LeGree, Chair, Sixth College Dean
Clarisse Abuel, Sixth Representative
Rasheed Al Kotob, ICRA Representative Proxy
Markus Berrien, Dining Representative
Malik Ismail, Resident Dean Representative
Gustavo Jimenez, Warren Representative
Sulochana Marpadga, Marshall Representative
Helen Ly, Muir Representative
Jacqueline Nguyen, ERC Representative
Windi Sasaki, Res Life Liaison
Matt Schwegler, Village Representative
Joshua Yang, Reveille Representative
Pa Chia Vue, Secretary

MEMBERS ABSENT: Jordan Coburn, AS Representative
Mark Cunningham, Director, HDH
Russell King, HDH Representative
Richard Madsen, ERC Provost
Esteban Marquez, Financial Aid Representative

GUESTS: Pat Hochstein, HDH
Krista Mays, HDH
Jana Severson, HDH

HDH Facilities Presentation
- Guest Speakers
  o Jana Severson, Chief of Staff
  o Pat Hochstein, Associate Director, Property Operations and Planning (POP)
  o Krista Mays, Sustainability Manager
- Jana began the presentation by providing an overview of Housing Facilities which include Custodial Operations, POP, and Sustainability. She explained that the staff work all year long and service the residents, Dining Services, and summer conferences. Although students move out in June, conferences and summer session students move in during the summer.
  o Custodial Operations - Jana
  - HDH’s Custodial Operations consists of 128 senior custodians and lead custodians (who are located in each community to provide assistance to staff and perform their own cleaning assignments). Both are represented by AFSCME.
  - Jana further elaborated and explained their responsibilities which include:
    - Regular cleaning services to all residents on campus as well as emergency response after hours. Custodial Services also provides these services to dining restaurants.
• Having a hands-on, day to day relationship with the students. The annual surveys show that students view custodians as friendly and helpful. Jana shared that HDH loves the relationship that staff has with the residents because this is your home away from home. All residents should know who should and should not be coming into their areas to clean.
• Supporting Housing, Dining, Hospitality’s sustainability goals by using green cleaning products and recycling.
  ▪ Jana then gave an overview of Custodial Services’ program:
  ▪ Weekly apartment cleanings in all existing Undergraduate and Transfer apartment facilities.
  ▪ Daily cleaning services in the residence halls (5 days a week).
  ▪ A refresh program for furniture upgrades, which is designed to maintain quality in units and lounges between renovation periods. This is typically done in the summertime and includes living rooms, dining rooms, and window coverings.
    □ Diane asked what the custodians do in the apartments.
      ▪ Jana said a task list can be found online at the HDH website (http://hdh.ucsd.edu/maintenance/#custodial). In general, custodians clean the shared areas (bathroom, kitchen, living rooms, and hallways). They do not take out trash in the apartments but do take out trash in the residence halls, in the common areas.

- Pat gave an overview of POP
  □ POP consists of building maintenance workers, trade employees (mechanics, painters, etc), groundskeepers, Customer Service Center, Lock and Key, and Project Planning.
  □ The Customer Service Center is open 20 hours a day. Pat explained that the office is closed for a few hours during the night, but all calls are still answered and are forwarded to the police department. Fixit requests can be submitted online or called in.
  □ Maintenance are available 24 hours a day, 7 days a week.
  □ HDH receives approximately 65,000 fixit requests annually (6000 in last month alone).
  □ He shared the upcoming 2014-15 planned projects:
    ▪ HDH will be looking closely at water consumption and innovative ways to save.
    ▪ Continue implementing mobile work management for field staff.
      ▪ Pat explained that they will be testing various sizes of pads for durability and how long the battery lasts. The device needs to be something that can be carried by maintenance staff.
    ▪ Continue marketing new online requests and work requests via UCSD app.
      ▪ Pat asked students to spread the word about work requests online and through the UCSD app. He said that if students don’t report items that need to be looked at or repaired, HDH can’t fix it. He also asked students to report items as soon as they are noticed and not to wait.
  □ Project planning
    ▪ Pat explained that Project Planning improves and expands existing housing communities. He shared that one of their projects this summer is the Revelle Plaza renovation.
      ▪ Clarisse asked when Plaza will be completed.
Pat said over the summer. The plan is to have the kitchen open on September 1 so dining can start using it to create menus.

- Some examples of major renovations: demolition, flooring, new windows, furnishings, and bringing things up to code.
- He shared the 2014-15 Project Planning Projects:
  - Working on Argo Hall Life Safety and Data Upgrade (adding fire sprinklers, exterior spall repairs).
  - Plaza Cafe
  - ERC, phase two, renovations
  - Large MEP projects (replacing boilers for energy efficiency, will help to save water and electricity)

Krista gave an overview of Sustainability.

- Sustainability is taking from the Earth only what it can provide indefinitely, thus leaving future generations no less than we have access to ourselves.
- Krista shared that she manages a team of 11 students called the Econauts. Their job is education and outreach. They coordinate activities like Waste Sort Wednesdays where they go out into the communities and go through the bins to sort trash, recycling, and food. Afterwards, they post on Facebook what they find to educate students and raise awareness.
- 7 of the Econauts are graduating this year so they will be recruiting at the end of the year.
- Krista shared HDH’s Sustainability Goals:
  - Zero waste by 2020
  - 20% water use reduction by 2020
    - This was announced by the Office of the President (UCOP) last week, but HDH has had this goal all along. We are at about 15% right now.
  - Zero net energy use by 2025
  - Working towards 25% sustainable food by 2016. UCOP’s goal is 20% by 2020.
    - Examples of this include cage free eggs, fair trade, local, organic, and sustainable seafood.
    - Helen asked if HDH’s Sustainability group is in charge of all the facilities on campus or just HDH’s.
      - Krista said that non HDH facilities are managed by Facilities Management.
      - Helen mentioned that she noticed a lot of cartons and trash at Price Center.
        - Krista said that PC does have a sustainability group working on it. She shared that enforcing sustainability is hard at PC because those areas are contracted out and it depends on what the contract states.
      - Jackie asked if there is a plan to install more hydration stations.
        - Krista said not at the moment. She said that if there is interest in installing more, a green grant can be requested for it.

Recycling Programs

- Krista said that the to-go containers and plates at the dining halls are recyclable.
- UCOP’s goal is to have 75% diversion by 2012. Currently HDH has a diversion rate of 32%.
She shared that Recycle Mania is currently happening. This is a competition between college campuses in the nation to see which campus recycles the most. UC San Diego usually comes in 125th in nation and 6th in California. Cal State San Marcos always wins. They have recycling bins everywhere, all over campus.

- Green move in’s and move out’s - Krista stated that move out is the most wasteful time of the year. HDH is working to achieve a zero waste move out. Once an item is put into the dumpster, it can’t be donated, even if it's good. To reach the goal of zero waste move out, a contest is held to see who can donate the most. The more you donate, the more chances you have of winning. This contest begins during week 10. Food items are donated to the Food Bank and other items are donated to Disabled American Vets.

- Food Scrap Recycling Program
  - Food scrap is being collected from all of the dining facilities and being composted.
  - UC San Diego is looking into an In-vessel arabic drum composting system. After 5 days, this system turns food scrap into compost. Krista said that this would really help with Price Center. When the budget is presented to the committee, there will be a line item on there for this. It is not cheap, but the current system in place is not cheap either.
  - Krista shared the Food Scrap Diversion figures:
    - 2010-11: 174.56 tons
    - 2011-12: 209.4 tons
    - 2012-13: 233.15 tons

- Green grants
  - Green grants are funds available to residents and staff for sustainability projects and efforts. Krista encouraged members to submit their ideas and apply for a green grant.
  - To apply for a green grant or to get more information, just visit: https://hdh.ucsd.edu/Grants/HDHGrants/default.aspx?g=g.

- Jana encouraged the members to explore the following for more information about HDH:
  - Web: http://hdh.ucsd.edu/
  - Facebook: https://www.facebook.com/ucsdhousingdining
  - Twitter: https://twitter.com/ucsd_hdh
  - Youtube: http://www.youtube.com/user/UCSanDiegoHDH?feature=watch
  - Flickr: http://www.flickr.com/photos/ucsd_hdh/
  - Instagram: http://instagram.com/ucsd_hdh?ref=badge#

- Questions from committee members:
  - Helen asked about the afterhours custodial crew. She was unsure of who to call and wanted to know how it was determined, how many custodians would be sent to address an issue. She mentioned an incident in a parking lot where broken car glass needed to be cleaned.
    - Jana explained that HDH doesn’t maintain parking lots so for non HDH facilities/areas, the correct phone number to call is 858-534-2930.
  - Gustavo works as a student lead at OVT and says that OVT is still having issues with students dumping everything into the wrong bin, even though there are multiple bins available (all clearly labeled).
• Krista said that she sent Tom (Dining manager) a list of options for different kinds of bins that could be put in that space. She also suggested having the Econauts come out to educate the customers about what goes in what bin.
• Rasheed suggested creating a game app that would have students identify which bin an item belongs in. This could be available for download on the UCSD app. It would help to raise awareness and would be fun at the same time.
  • Malik suggested giving a prize if they finish the game or to the highest score.
    o Krista said that this would be perfect for a green grant.
    • Rasheed said that he is not a computer engineer and wouldn’t be able to build it.
  • Krista explained that he would not have to. All he needs to do is submit an application online and explain his idea. If his application is selected, HDH would figure out how to implement it.
  o Sulochana suggested providing a list of what items belong in each bin because the current pictures are a little confusing.
    • Krista said that a good rule of thumb is that if you can crumble it up in your hand, you can’t recycle it.
    • To find out more about recycling plastic, check out this video created by one of the HDH Econauts, Hannah: http://www.youtube.com/watch?v=CilCIJ_zHqw
  o Helen suggested incorporating this into employee training at the dining halls.

Meeting adjourned at 1:05pm. Next meeting is scheduled on Tuesday, February 11, at 12:00pm in the Sixth College Main Conference Room.
ON CAMPUS HOUSING & DINING SERVICES
ADVISORY COMMITTEE MEETING MINUTES
February 11, 2014

MEMBERS PRESENT: Diane LeGree, Chair, Sixth College Dean
Mark Cunningham, Director, HDH
Rasheed Al Kotob, ICRA Representative Proxy
Markus Berrien, Dining Representative
Malik Ismail, Resident Dean Representative
Gustavo Jimenez, Warren Representative
Helen Ly, Muir Representative
Sulochana Marpadga, Marshall Representative
Esteban Marquez, Financial Aid Representative
Shelley Rodriguez, Muir Representative
Windi Sasaki, Res Life Liaison
Joshua Yang, Reveille Representative
Pa Chia Vue, Secretary

MEMBERS ABSENT: Clarisse Abuel, Sixth Representative
Jordan Coburn, AS Representative
Russell King, HDH Representative
Richard Madsen, ERC Provost
Jacqueline Nguyen, ERC Representative
Matt Schwegler, Village Representative

GUEST: Steve Casad, HDH

On Campus Residential and Dining Services Presentation
- Mark introduced Steve Casad, Director of Dining, Housing, Dining, Hospitality.
- Steve shared some Reveille College Updates
  o Incendi-bowls is now open for dinner and introduced two new style dinner bowls (Mash and When in Rome). It serves about 500-600 patrons daily. HDH is working with the campus to provide upcoming service at Triton Day. Once 64 degrees (formerly known as Plaza) opens up in the fall, the food truck will move to Sixth College.
  o Helen asked if there will be another food truck.
    ▪ Steve said yes, they are currently in the beginning stages of acquiring the truck and menu planning. It will take about 8 months to obtain. He hopes to get the second truck by September.
  o Plaza Café’s new name is 64 degrees.
    ▪ The Market will be 750 square feet and have an espresso concept.
    ▪ There will be 5 independent action stations: burger and shake station, comfort station, spinning salad, wok, and deli. There will also be an exhibition/training kitchen where Chef Vauhgn and Elizabeth Shaw (HDH nutritionist) will teach students how to cook, eat healthy, prepare quick meals, etc.
    ▪ When Plaza closed, the current staff (15 staff members and approximately 60 student employees) were reassigned to other units. When 64 degrees opens
up, the plan is to hire all new staff (24 staff members and approximately 45 student employees).

- **Water Use Reduction Efforts**
  - Currently, the efforts put into action thus far will yield an estimated savings of approximately 269,599 gallons per year. These actions include:
    - Slacking soup at Club Med – which yields a water reduction of 28,200 gallons.
    - Fruit and Vegetable wash at all locations - reduction of 75,000 gallons.
    - Slacking at Café Ventanas – 7,000 gallons.
    - Refills at Bistro – customers have to request water refills. This is a water reduction of about 1,500 gallons.
    - Earl's Espresso machine repair – 8,212 gallons.
  - Possible savings if purchased and/or acted upon (which could lead to an additional savings of 937,422 gallons per year):
    - Switching the Café Ventanas salad bar – 8,760 gallons.
    - Fruit bar at OVT – 15,000 gallons.
    - Mat washing at Café Ventanas – 16,000 gallons.
    - Low flow sink fixtures across the board – 884,712 gallons.
    - Standardized dish machine practices – 12,950 gallons.

- **Culinary Program Update**
  - Steve explained that Dining’s goal is to move away from cafeteria style food. As of today, HDH has 6 certified Chef de Cuisines, 2 ACF certified Executive Chefs, and 2 more upcoming certified Chef de Cuisines.
  - In Fall 2013, Dining introduced the Taste Buds Program. This program is for students who have special dietary needs, need help with meal preparation, have gluten intolerance, allergies, etc. He encouraged the members to go online and visit the Dining website for more information about the Taste Buds, health, and wellness (http://hdh.ucsd.edu/wellness.asp). He also encouraged all students to speak up if there is ever an issue so that the dining team can address it and fix it. If there is something you like or don’t like, Dining would like to know as well.

- **UC Campus Pricing Comparison**
  - UC San Diego has the lowest housing plan in the UC System. Steve pointed out that no other UC has the number of locations that UC San Diego has.
  - Steve shared the breakdown of every dollar received in the dining units - 30% is staff, 15% is benefits, 30% is food cost (regulated by portion size given to student), and the rest is for HR, Admin, IT, Maintenance, and Custodial Services.
    - Mark pointed out that every division within HDH pays their fair share for the services they need.
  - Steve shared that Dining has 19 locations total and all locations are a la carte. In an all you care to eat program, if a student chooses to skip a meal they lose the meal (the meal is paid for already). In an a la carte program, the funds remain on the account until they are used. Steve said that a la carte is challenging because the dining units have to stay open regardless of how many customers choose to eat at that particular time.
    - Mark provided background and shared that HDH went from an all you care to eat program to an a la carte program because it was driven by the committee wanting a healthier lifestyle. The a la carte program gives the student more flexibility. The students’ wants and needs have changed over time and smaller venues have become more popular. The challenge is that UC San Diego is very
much a commuter campus. It is very quiet on the weekends. There is a lot of down time. In the meantime, the dollars are running. At the same time, HDH does not want its customers to lose any flexibility in their dining plan.

- **Steve shared the following UC dining plan increases across the board:**
  - UC San Diego increased their dining plan by 2.1%.
  - UCLA – 15.73%
  - UC Berkeley – 3.22%
  - UC Davis – 9.6%
  - UC Santa Cruz – 5.36%
  - UC Riverside – 6.53%
  - UC San Diego had the smallest increase, even though it opened new dining facilities.
  - **State of Dining Services**
  - Steve shared what is coming in 2014/15:
    - HDH will have 6 residential dining services locations (includes 64 degrees).
    - 6 markets locations with 7000+ products carried there.
    - 5 specialty locations.
    - 2 food trucks
      - The new food truck will have a world flavors focus.
      - Dining is in communication with the athletics department to have the food truck at special events and games.
  - Steve also shared the markets everyday low price comparison.
    - Although food cost is typically kept at 30% in the dining units, it is raised to 45% in the markets to allow more room for flexibility in the prices.
    - Representatives in Dining went out to Ralphs and CVS to do a price comparison. Similar items were purchased at both the markets and the two stores. The totals were as follows:
      - At Ralphs, the total cost of 13 items (ranging from Cheerios to bread) was $47.37. The total cost for the same/similar 13 items at the HDH Markets was $47.07.
      - At CVS, the total cost of 22 items (ranging from dish soap to floss) was $76.36. The total cost for the same/similar 22 items at the HDH Markets was $61.21.
    - Steve said that Dining strives to provide its customers with the same variety as off campus stores and tries to keep the prices comparable to off campus. Dining looks at pricing constantly to make sure they are staying within the range of the stores in the neighborhood.
  - Steve then shared the shift of business from 2011-12 to present:
    - 11-12 - 57% of dining dollars were spent in the markets/retail and 43% in residential dining.
    - 12-13 - 45% market, 12% retail locations, 43% residential dining.
    - 13-14 - 44% market, 12% retail locations, 44% residential dining.
    - In Fall 2013, 44% of the total dining dollars spent were by students in a residence hall. 56% was by apartment residents.
    - Markets are continuing to grow in popularity.
  - **Student Satisfaction Survey**
    - Over time, Steve shared that the number of comments has decreased for all areas including cleanliness, quality, hours, service, healthy choice, vegetarian,
- Questions
  - Helen asked how the name 64 degrees was derived.
    - Malik explained that Revelle did a survey asking for names. One student suggested 64 degrees. When the choices were narrowed down, that was one of them. Upon further research, the number 64 showed up quite often. Revelle College was founded in 1964. The average weather in La Jolla is 64 degrees. Roger Revelle was 6 foot 4. Many people thought the name was catchy too. So it was decided that this would be the name.
  - Helen asked if students can start booking the food truck for next year.
    - Steve said that he will work with his assistant, Jason, to put a request form online and possibly a calendar so students will know where the food truck will be on what day.
  - Helen asked when students can start applying for jobs at 64 degrees.
    - Steve said that hiring will most likely occur before the end of the academic year. Typically, hiring is done in May and the students return in August/September to help with opening.
  - Rasheed asked if Foodworx will stay where it is at, after the LRT construction or if it will be expanded upon.
    - Mark said that the plan for Foodworx has changed over time. Originally, the plan was to have Foodworx go away and “Foodworx 2” was going to be built with Sixth College Administration above it. The current tentative plan is to have a restaurant below the LRT station. Mark also mentioned that this could be an opportunity to have a 24 hour location. The current plans state that the first LRT will start running in January 2017. There is no start date of construction yet.
Mark said that next week’s meeting will be the first conversation about levels of service and budget. Next meeting is scheduled on Tuesday, February 18, at 12:00pm in the Sixth College Main Conference Room.
ON CAMPUS HOUSING & DINING SERVICES
ADVISORY COMMITTEE MEETING MINUTES
February 18, 2014

MEMBERS PRESENT: Diane LeGree, Chair, Sixth College Dean
Mark Cunningham, Director, HDH
Clarisse Abuel, Sixth Representative
Rasheed Al Kotob, ICRA Representative Proxy
Malik Ismail, Resident Dean Representative
Gustavo Jimenez, Warren Representative
Helen Ly, Muir Representative
Richard Madsen, ERC Provost
Sulochana Marpadga, Marshall Representative
Jacqueline Nguyen, ERC Representative
Esteban Marquez, Financial Aid Representative
Shelley Rodriguez, Muir Representative
Matt Schwegler, Village Representative
Wind Sasaki, Res Life Liaison
Pa Chia Vue, Secretary

MEMBERS ABSENT: Markus Berrien, Dining Representative
Jordan Coburn, AS Representative
Russell King, HDH Representative
Joshua Yang, Revelle Representative

End of Year Move-out Time
- Mark asked the committee to finalize the move-out time on Saturday (last day of the housing contract). In the past, it was 6pm. He reminded the committee that the reason why the time was changed from 6pm to noon was to help the campus, Graduation, and Parking with traffic congestion. When he spoke with Parking and Graduation, they felt the noon move-out time was helpful and reduced traffic congestion. But, he received feedback from students stating that noon is an inconvenient time. He believes the time shouldn’t be earlier than noon. He pointed out that the committee had suggested allowing students to move out later in the evening and having a blackout period. The committee had also suggested an express check out. He asked the committee for their final thoughts.
  - Matt shared that everyone he spoke to at the Village prefers a later move-out. He suggested midnight.
  - Helen spoke with the HA’s and staff at Muir and they don’t mind keeping the noon move-out. Those who need to stay longer can request an exception.
  - Rasheed spoke with ICRA and they, too, like noon because they felt that it went smoothly last year. He pointed out that regardless of the time, there will be people that are unhappy. If anyone needs to stay later for whatever reason, they can request an exception from their Residence Life Office.
  - Clarisse shared that everyone she spoke to is OK with the noon move-out. They like the idea of being able to grant exceptions if needed.
  - Malik spoke with CORD and they like the noon move-out. Even with blackout times, students will continue to move out throughout the day, causing traffic congestion. If
the move-out time is moved to midnight, staff may be there until 2am finishing up. In the past, when move out was 6pm, staff was around until 8 or 9, finishing up administrative duties. He would prefer that offices grant an exception where needed instead of allowing everyone to move out at a later time. He also believes that if we allow more time, students will take advantage of that. The noon move-out was hectic but it was only hectic for a few hours. By 2pm, everyone was done so the staff could take care of other things.

- Mark said that if the committee chooses to move the move-out to midnight, it would make more sense to allow students to stay until Sunday morning. He also pointed out that it might be costly because staff would need to work overtime.
- Diane shared that the Council of Deans feels the same way. They think the move-out time should be noon. They are also concerned about staffing issues. If students are allowed to stay longer, they would need more resources to pay staff and feed them as well. She reminded the committee that the staff also has to help with graduation, on top of move-out.
- Matt said that the Village has been granting exceptions but this does not eliminate the problems they are experiencing. A lot of people could not find parking and the entire process was a mess. He suggested coming up with a clear plan for move out for both ERC and Village.
- The general consensus of the committee was to keep move-out at noon. Mark said that HDH will work with ERC and Village to come up with a better plan for move out.

Housing and Dining Background Info Related to Proposed 2014-15 Rates Presentation
- Mark shared HDH’s goals for the 2014-15 budget:
  - To minimize increase to residents. There is no benefit to HDH to increase costs beyond those required to provide services to residents.
  - Maintain current levels of services. Dining facilities will have the same schedule. The only change is the addition of 64 Degrees (formerly known as Plaza) and a second food truck.
  - There will be a slight increase to current staffing (64 Degrees and second food truck).
  - 2013-14 will be used to get feedback about current over demand and assess need for additional UG housing.
- Key points – Housing and Dining Rates
  - HDH will be presenting best effort to forecast their costs to meet salary and benefits, utilities increases, day to day operational increases, and direct information from service providers.
  - The 2014-15 budget will not address question of demand and any need for additional housing.
- Assumptions – Housing Rates
  - No new FTE other than dining ops.
  - General Assistance (student labor) would only be added at 64 degrees and second food truck.
  - S&E (pencils, pens) increases limited to 1.5% increase.
  - Salary increases, according to contracts.
  - Benefits calculated at an average of 49%.
- Budgeting Basics
  - Mark explained that expenses increase year in and year out for HDH. There has never been a year where the cost of operation did not increase.
- The Advisory Committee is charged with recommending changes to levels of service which equates to increasing, decreasing, or holding the levels of service. They are also charged with recommending room and board rates for 2014-15 to Vice Chancellor.
- He stated that HDH will never and has never come back to committee after the rates are accepted. HDH’s job is to work within the available resources to provide services.
- The Chancellor will have to sign off on the rates and then send them to UCOP.
- By Regents policy, HDH must be completely self-supporting. Residents pay all costs for operation.
- Debt Service (mortgage) is assessed by UCOP twice a year in October and April, in equal amounts. Funds must be available when the call for payment is made.
- Utility increase is based on campus and SDG&E estimates.

- Recommended Guidelines
  - He is recommending that 2014-15 be used to “catch our breath” and work on developing core values and priorities for community members and ensure we are in alignment with strategic plan.
  - He strongly recommends that this committee respects the extensive work done by the previous committee to set the current dining hours. He believes that constantly changing and taking apart decisions, makes it very difficult for residents and highly impacts them.
  - He recommends the costs be distributed equally among all unit types for 2014-15. In the past, there was an attempt to try different rates based on view, height, etc, but the committee voted against it.

- Assumption – Housing Rates
  - Forecasted average occupancy rates are as follows:
    - 94% for triple spaces
    - 97% for double spaces
    - 98% for singles spaces
    - Projected average occupancy:
      - 97.33% for residence halls
      - 97.5% for apartments
  - There are no planned winter admits for the upcoming school year.
  - HDH assumes that there will not be an active waitlist after 10/1/14. There was not one this year and that was partially due to HDH discouraging it. HDH tried their best to make sure that students were aware of how oversubscribed the housing program was and the chances of a space becoming available.

- Looking ahead
  - Mark recommended the committee discuss and consider lending formal support to opening campus discussions on building additional SUG student housing. For example, he pointed out that IHSE is currently at ERC. The program cannot grow because there isn’t space to. Having it at ERC also overflows ERC students to Revelle. These are issues that the committee should think about and discuss.
  - He shared that UCSB will now be the only UC with a 4 year guarantee. Also all of the UC’s except for UC San Diego are currently building some sort of housing. HDH has considered buying a property but this will be an off campus facility and most of the units within the facility will be occupied. It could take years to have current residents move out. Another option would be to pay to move them out but that could cost millions of dollars. Also, there aren’t any available at the moment. Mark said that this campus
deserves a three year guarantee. Even if students don’t want to stay the entire time, it should be available to them.

- Long range development plan is to house 50% of students, which is about 15000 residents. If the committee would like to pursue a new housing project, they would need to discuss the details (amenities, location, theme or no theme, etc).

2013-14 Undergraduate Budget Breakdown
- The current budget breakdown is as follows:
  - 34.16% mortgage
  - 25.02% dining services (17 locations at various hours)
  - 17.34% general services (utilities, admin services, etc)
  - 22.06% household services (custodial and maintenance)

Mark asked the members: “If you were AVC, what would you change?”
- Jackie said that ERC apartments are in high demand. She asked if there is a chance that some of the singles will be converted into doubles.
  - Mark said that this could be doable but the rooms are really small. He explained that more than just a bed would need to be added. Each student will need a closet and desk. If the decision was made to do the conversion, HDH would have to come up with a design that is more flexible. HDH is looking at different options like a murphy desk that can be put away in the wall and only pulled out when needed. HDH also tries hard to place students at their college of registration but there isn’t enough space in some colleges.
- Helen asked if HDH is going to eliminate the temporary doubles.
  - Mark said that HDH has been doing this all year long whenever possible. They are going to try and avoid having them but it will depend on the room selection numbers and incoming numbers. Those that are currently in a temporary bedroom have chosen to stay.
- Matt suggested buying a parking lot by The Village.
  - Mark shared that, on the graduate side, parking is built with housing. The new graduate housing facility will have parking attached. He doesn’t believe there is any plan to build any more parking (from the Transportation Office).
  - Matt asked if HDH has to wait for the Parking Office to build more parking.
    - Mark said no. If this is a priority for the members, HDH can look into it.
- Helen agrees that there is a need for more parking, especially on the Revelle side of campus.
- Matt suggested building parking structures on top of current parking lots.
  - Mark said that he has seen this idea in the neighborhood plans but there is no financial backing. HDH is not opposed to it. He said that the committee can discuss this further and come up with a plan. This is not something that can be done quickly though. Planning and building will take time.
- Helen asked if there are any plans to build housing in the canyons. If not, she asked how the committee could propose a plan to do so.
  - Mark said that the discussion would start with this committee. A building would take about four years to complete (actual construction is 21-24 months and the rest is university policy).
- Rasheed pointed out that some facilities have a lot of amenities and some do not. When Mark posed the question about amenities, the first thought that came to mind was having a kitchen area in the residence halls. Even a space with cupboards could be turned into a kitchenette.
Mark added that there are a lot of options available like the Blake Hall model where the kitchen is on the top floor and open to all residents in the building. He also shared that at Stanford, the graduate housing has a circular layout where the kitchen and living room are in the center. The bedrooms surround the kitchen and living room. He said that these options are possible. He asked the committee to be considerate and think about what will be used and desired many years from now.

- Rasheed suggested contacting Redbox and having them install kiosks all over campus by housing facilities. He also suggested having a reader installed on it to take dining dollars or triton cash.
  - Mark said HDH could look into this.
- Helen asked what the next plan of action is.
  - Mark said that the budget will be proposed next week. The only changes are the return of 64 Degrees and the addition of a second food truck.
- Matt asked if the triples will be eliminated.
  - Mark said that HDH hopes to get back to a steady state but that will depend on the number of returning students and incoming students who choose to live on campus. He shared that the take rate for sophomores is typically 85%. He’s hoping the shuttle system will be resolved and people who want to live off campus, can do so. There will be no new proposals this year because the goal is to get a hold on the demand. HDH already reduced the incoming frosh guarantee to two years but that does not change that this current year’s frosh have three more years to go.
- Helen asked if Mark will talk to Parking about the items brought up today.
  - Mark said yes. He meets with parking every week, at least once.

Next meeting is scheduled on Tuesday, February 25, at 12:00pm in the Sixth College Main Conference Room.
MEMBERS PRESENT: Diane LeGree, Chair, Sixth College Dean  
Mark Cunningham, Director, HDH  
Clarisse Abuel, Sixth Representative  
Rasheed Al Kotob, ICRA Representative Proxy  
Markus Berrien, Dining Representative  
Malik Ismail, Resident Dean Representative  
Gustavo Jimenez, Warren Representative  
Helen Ly, Muir Representative  
Jacqueline Nguyen, ERC Representative  
Shelley Rodriguez, Muir Representative  
Matt Schwegler, Village Representative  
Windi Sasaki, Res Life Liaison  
Pa Chia Vue, Secretary  

MEMBERS ABSENT: Jordan Coburn, AS Representative  
Russell King, HDH Representative  
Richard Madsen, ERC Provost  
Sulochana Marpadga, Marshall Representative  
Esteban Marquez, Financial Aid Representative  
Joshua Yang, Revelle Representative  

Mark went over the agenda for today’s meeting.  
- The proposed rate increases for 2014-15 are as follows:  
  - $151 annual across the board increase in the residence halls.  
  - $144 annual across the board increase in the apartments.  
- The San Diego Apartment Association is projecting an average of 4% increase in rental rates for the San Diego area.  
- He will share the UCOP weighted averages and the UC sister campus comparisons.  
- He’d like the committee to think about the current room type differential of $800.  
- Looking Ahead:  
  - There will be no meetings on 3/17, 3/24 or 3/31.  
  - Meetings will resume on Tuesday, April 8th.  
  - Spring Quarter topics will include Room Selection, continuing and new student demand, levels of service for 2015-16, and recommending potential 2015-16 rates.  

“Recommended Room and Board Rates and Related Background Info. for 2014-15” Presentation  
- Mark shared that HDH’s goals for the budget are as follows:  
  - To minimize increase to residents.  
  - Maintain current levels of service provided within 2013-14 and add the return of 64 Degrees (formerly known as Plaza) and a second food truck (and career/student staff to both locations).  
  - Uses projected additional triple space income to offset other cost increases.  
  - Funds all forecasted increases for pay, benefits, utilities, etc.
He noted some key points:
- HDH is presenting best effort to forecast their costs to meet all salary and benefits increases.
- The proposed rates will cover various smaller facility improvement projects included in the ten year renewal plan.
- Dining rates will maintain existing dining hours of operations which were increased by last year’s committee.

He shared the current HDH room and board rates:
- Residence Hall Single - $11,409
- Residence Hall Double - $10,609
- Residence Hall Triple - $9,809
- Apartment Single - $11,056
- Apartment Double - $10,256
- Apartment Triple - $9,456

The 2014-15 Proposed Room Rates are as follows:
- Residence Hall Single - $8400 ($51 increase)
- Residence Hall Double - $7600 ($51 increase)
- Residence Hall Triple - $6800 ($51 increase)
- Apartment Single - $8750 ($44 increase)
- Apartment Double - $7950 ($44 increase)

The 2014-15 Proposed Dining Rates are as follows:
- Residence Halls - $3160 ($100 increase)
- Apartments - $2450 ($100 increase)

The 2014-15 Proposed Room and Board Rates are as follows:
- Residence Hall Single - $11,560
- Residence Hall Double - $10,760
- Residence Hall Triple - $9,960
- Apartment Single - $11,200
- Apartment Double - $10,400

Mark shared the UCOP weighted averages from Fall Quarter 2010 to present.
- UCSD is the least expensive and has been the lowest, even though it currently houses the second largest population of students in the UC System.
- Just to provide a comparison, he shared that UCLA has meal plans between $4715 and $3835. They have two single room rates: (1) $12970 and (2) $11525. Those amounts do not include the meal plan.
- Helen asked if there was a fact sheet available somewhere, to share this information with residents.
  - Mark said no. HDH has not done this nor shared this information with students because they don’t believe students are interested in that information. They believe that since the students are attending UC San Diego, they want information about UC San Diego (not another university that they do not attend). HDH focuses on keeping costs low and providing great service.
  - Helen thinks that sharing the information would benefit UCSD. She has heard a lot of complaints about the cost of housing and thinks this information should be made common knowledge. She suggested telling the college ambassadors so they can spread the information to incoming students.
  - Mark said that he does share this information with the Admissions Office.
Malik found it odd that some of the other UC’s had so few residents on campus.

- Mark said that it depends on the philosophy of the university and the outside market competition. For example, at UC Riverside, it is easy to get low cost housing right outside of campus. That affects their numbers. Also, some of the locations simply do not have the space to build any more housing. And some locations, like UC Davis, focus on housing their freshmen only. Afterwards, their upperclassmen move off campus.

Proposed 2014-15 Housing and Dining Rates
- Mark asked the committee for their thoughts on the proposed room and board rates.
- Helen asked about building more housing and parking.
  - Mark said that those items are on his list to discuss with the committee in Spring Quarter. This would not be possible for 2014-15 but the committee can start discussing it for 2015-16. He shared that their sister committee, the Graduate Advisory Committee, is concerned with parking and finding a solution too.
- Helen suggested getting BBQ pits all over campus for the residents to use.
  - Mark shared that the graduate committee is doing this too.
  - Helen asked if this could be done for UG.
    - Mark said yes. He said that he will work with the committee to pick locations and look at different options.
    - Helen thinks it would be a good idea to combine efforts with the graduate committee and possibly get a better deal on the BBQs.
      - Mark said that this might be possible to do with the current rates and not affect the 2014-15 rates.
- Helen mentioned that the Residential Life Offices used to have a B spot available for programming use. She asked if it would be possible to do this again.
  - Windi shared that this program was eliminated in 1997.
  - Mark said that his would not have any budgetary impact and can be discussed by the committee later. He, along with GSA, will be meeting with Parking to discuss parking in general.
    - Helen asked for 7 B spots (or B permits) for each residential life office and wanted to know how to make that happen.
      - Mark said that this is possible and he could invite the parking director to a future meeting.
- Windi asked if Residence Life would be responsible for coming up with a BBQ policy or would it be this committee?
  - Mark said that the Residence Life Office would be the point of contact for the BBQs.
  - Malik shared that they spent a year coming up with a policy for the BBQs located at the Keeling Apartments. The biggest concern was if someone forgot and left the gas on. Also the grills are professional grade so they get hot really quickly. So there are safety concerns there too. They created a guidebook and purchased grill kits. If a student wants to use them, they have to coordinate with their RA. This process has worked for them thus far.
  - Matt said that residents at the Village just check them out from the office. He said that there aren’t really any issues but they do notice that the propane has to be refilled a lot. Residents can only check them out when the office is open.
  - Malik suggested piping in the gas so that a timer can be put on the line to turn it off automatically.
- Clarisse spoke with her constituents and the Foodworx dining area was the biggest concern. The RA's suggested getting heat lamps or renovating the area to provide some coverage or get some tents. She thinks this would help with programming.
  - Mark said that HDH can definitely look into this. This wouldn’t affect the rates though.
- Clarisse said that she spoke with residents about the RedBox idea and they really like it. They also suggested getting some smoothie bike blenders.
  - Malik said that he saw the bike blenders on Sharktank.
- Helen suggested increasing the proposed rates by $15 for use for future projects. She asked if this was possible.
  - Mark said that he doesn’t like increasing the rate without having a specific reason to do so. He would like residents to know exactly where their money is going and for what projects. If there is something the committee would like to pursue, HDH can research it, find out the costs, and add it into the budget.
  - Helen asked if money could be allotted for future parking plans like a parking structure.
    - Mark said yes.
    - Helen asked how much.
      - Mark said that HDH can figure out those numbers for the committee.
      - Helen asked if the members need to get any feedback from their constituents.
        - Mark said that if the members want to move forward on it, HDH can start looking for a firm to come in and help with the research and creating a plan.
        - Helen said she was nervous about the location.
          - Mark said these concerns are valid and that’s why a firm will be hired to help out. This firm can look at all the options available and present both HDH and the committee with different options.
- Clarisse shared feedback from her constituents about the guarantee. They understand why the guarantee was dropped to two years but many would rather have a three year guarantee. They felt that by the time a student was in their third year, they’d be more prepared to live off campus.
  - Mark said that the committee will spend Spring Quarter looking at the housing demand. This committee can also discuss building more housing. He said that nobody wanted to drop back down to a two year guarantee.
- Clarisse suggested providing current residents with more information about living off campus.
  - Mark said that HDH is going to do this. Currently, the only resource available to students is the Off Campus Housing website. HDH will be reaching out to communities that are student friendly and will be coordinating an Off Campus Housing Fair.
- Mark asked the committee how they felt about the dining increase.
  - Diane asked if the people she spoke to are really happy with the food truck.
  - Jackie asked if the food truck will stay in Revelle after Plaza reopens.
    - Mark said no. One food truck will be stationed at Sixth College but the other will be available to travel around to events and hopefully be open late night. The one at Sixth will stay there until there is a more permanent solution.
- Helen asked about the La Jolla Playhouse and if Dining will continue to run that unit.
  - Mark said no, a third party will be coming in shortly.
  - Helen asked if Dining will still have some influence.
    - Mark said no, they’ve chosen to go a different way.
- Mark asked if there were any other thoughts. He said that he will go ahead and put in the planning for a parking structure.
  - Helen said that parking is a priority.
- Mark said that he does not want to triple. He doesn’t think that’s how students should live. After the budget is done, this committee will have to look ahead into the future and have these discussions. He will bring the new proposed rates next week for the members to vote on.

Next meeting is scheduled on Tuesday, March 4, at 12:00pm in the Sixth College Main Conference Room.
Mark reviewed the rate options for 2014-2015. This includes the HDH recommended rates and the additional option that includes a parking feasibility study fund. Rasheed said that ICRA had some concerns about a parking structure could be on east campus. Mark said that the feasibility would be to look at Parking for all on-campus residents. Rasheed asked how a structure location would be determined. Mark said that the consultants would need to look at what the campus transportation plan is and what makes the most sense for where the campus is planning to add parking and what it would mean for where HDH would put parking. If there is no plan to add more parking from Transportation Services, HDH would need to look for what would make sense for parking for residents. Matt asked if HDH could still build a structure owned by HDH even if Transportation Services chose to build a structure. Mark said that it would be a possibility and the consultants would be HDH consultants to look at undergraduate resident student parking. He added that it could be possible to add additional floors on a Transportation Services structure that would be for residents only. Matt said that he wanted to make sure that the Committee was not waiting for Transportation Services to determine if there will be parking, as what happened when the Village opened. Mark said that the fee would be to hire the consultant to start hopefully by the end of the academic year and check in with constituent groups. The funds set aside does not include any construction costs, since that won’t affect rates until it is build. Helen asked if this is approved, if the structure could be build next year. Mark said that the issue would be about when a space for a structure could be approved. He said that this sometimes takes longer than it takes to build the space. Rasheed said that ICRA was also concerned about security in a structure where people would be parked for long periods of time. Mark said that the Graduate student community is concerned about this in their structure, and are looking at card and gated access to the spaces. They are looking at cameras and other devices. But there is a considerable cost and other issues with this. Mark also added that partnering with Transportation may have the structure cost more.
Malik asked if having a gated structure would reduce the need for Transportation to manage and ticket. Mark said that he believed it would, and it would also mean there would allow more control to Housing of the structure. Helen asked how students more generally would be able to have input on the location of the structure. Mark said that the information would come back to the Advisory Committee as the representatives of the communities. He said there would be other constituent groups, like residence life. In the end, the project will be limited to what the campus will approve for a location. But, this group is the only advisory group for undergraduate housing, so the information would come to this committee. Malik added that there will always be some happy and some unhappy people because it can’t be close to all of the housing on campus. Clarisse said that her constituents were excited about this possibility.

Matt moved to approve option 2, Clarisse seconds. 8 in favor, 0 opposed, 3 abstain. Motion passes.

Mark said that we will start to look at rates for 2015-2016 next quarter.

Mark reminded the Committee that there is a time change this weekend, and time will spring ahead.

Barbeque areas. Mark showed the group a picture of a style of built-in gas barbecue with a gas line fed to the grill and has a timer. The Fire Marshal has approved these for the graduate housing area. Mark said that this option would be about $800 + labor. Malik suggested that each area had at least more than one so that there could be a meat grill and a non-meat grill. Mark asked how it would be controlled. Malik said that it would be part of how people checked out the control to the grills. Josh asked if they would be resident-accessible. Mark said that they are on the graduate side, and that from the HDH side, he thinks it would be. Helen asked how long it would be before these could be installed. Mark said that the Resident Deans would need to select locations. From there, it would matter how close the location is to a gas line and that it is at least 25 feet away from a building. If this is an easy process, he thinks this could happen before the end of the Spring Quarter.

B Permits for RAs: Mark said that he thinks that is a Muir item. Malik said that he thinks this was something multiple offices have done in the past, but Muir had done it last. Mark said that he determined who it was that took that away and can go back to see if that is something that people want again, and which Resident Deans want that back. Malik said that there are some undergraduate students who have had the ability to buy B Permits, and that is something that he thought could come back. Mark said that may be an issue to come back to the Parking consultant. He would also argue that ICRA student leaders and a few others involved in programming would also need this option.

Sixth College heaters: Mark said he will be talking with the Sixth College Provost, and he said that Dining had put forward a suggestion to add tents to the back patio area at Foodworx. This would be a temporary measure and there could be heaters included in the tent area. He asked the Sixth representative Clarisse if she like this. Clarisse said that she did, and that most of the RAs were concerned about heat. Rasheed added that it would protect from rain and wind as well. Clarisse asked when it could be installed. Mark said he didn’t know because he first needed to get feedback from the Provost and Dean. If this is something they are interested, it is possible that it would be able to happen quickly.

Bicycle smoothies: Mark said that he found the episode of Shark Tank with these. He said he wasn’t sure what the pricing would be. Malik said that he believed they were expensive.
Red Box: Mark said that Purchasing is looking into what the contract would be to have this service, and it would be one box per residential area. Josh asked how the program works in Sunshine Market. Helen said that it is only for one month as a trial. Matt added that this is restricted to the hours the Sunshine Market is open. Rasheed said it was also something to add as a USB drive.

For 2015-2016, Mark said that he would look at Netflix instead of Time Warner Cable. This would allow for more streaming rather than watching when shows are on tv.

Helen said that there has been a lot of bike theft in their area, and she wondered what things can be done to help prevent thefts. Mark said that there are bike thefts reported daily on-campus. Mark said that first it is a matter of if we have the right bike racks, if students know how to use them, and if there are enough. POP staff is counting to see how many are being used, if there are other places where people are putting their bikes because there isn’t enough space. ERC has already been assessed, and they are proposing additional areas for these racks, to see which bike racks are best to use, and if they can be in a large space. Mark said that he wasn’t sure how cameras would work if no one was monitoring. He also discussed this issue with the RSOs to be more diligent. Matt said that a bike barn area works really well, since there is one in Village East. He said that there isn’t enough space for all of the bikes. Mark said that he thinks there should be more racks, and some racks on the wall. Matt added that he isn’t sure that cameras would work so well since it is expensive and people have still stolen bikes from high-traffic areas. Mark said that he agreed, and that bike thieves would have to work harder for an indoor space. Rasheed asked about bike lockers. Mark said that they take up a lot of space. But he said that he would need to look at ways to add more bike storage space. Matt said that he knows people bring cheap bikes because they know they could get stolen, and so asked if there was a way to charge for lockers or more secure space. Mark said that this is a good idea, and something that they can explore, and that could cover the costs for bike storage.

Clarisse said her constituents asked about having ice machines available in a public space. Mark if this would be for everyone, or for RAs. Clarisse said she thinks for the RAs. Matt and Malik said they got ice from Dining. Clarisse said that maybe it would be in the residence hall areas, since Foodworx is far away. Windi said that she had worked at an institution that had ice machines available to residents and there had been a concern about how to keep them clean. Malik said that it depends on how they are designed. Mark said that he believed that student leaders should be working with Dining, and suggested that Clarisse check in with the students who had made the request to determine if this is something that they were able to do.

Jacqueline asked for more hydration stations. Mark said that they have plans to put more in over the summer. They are looking at different models to be more efficient.

Stoves: Mark said that the Fire Marshal will be walking with POP staff during Spring Break at Muir. He said he thinks this was the only area that used to have them and don’t any more. Windi said that they were also in the Sixth Residence Halls. Mark asked if this would be something the Sixth representatives thought they would like this. Clarisse and Rasheed said yes.

It was brought up that UCSD was on the Real Housewives of Beverly Hills last night since one of the daughters of one of the housewives attends UCSD and moved in this September.

Fun trivia: UCSD HDH is the largest buyer of Naked Juice in the US.
Mark said that we are scheduled for one more meeting this quarter, and offered to let the group take the week off. Matt asked if there was anything pressing. Mark said no, and that we would look at 2015-2016 information next quarter. He also said that a group is looking into a consultant, but he didn’t think he would have additional information by next week. Since no one had a pressing issue, he said that we will take the meeting off and resume in Spring Quarter.

Mark asked if people were available at the same time next quarter. Three people said they had class, and two said theirs ended at 12:20. Mark said he would speak with the Dean about changing the time.

Mark said at the start of Spring Quarter, we will talk about things that may contribute to the 2015-2016 housing and dining rates. He asked the group to start thinking of what things they might like to see or pursue to make living on campus better.

Meeting was adjourned at 1:00 PM
MEMBERS PRESENT: Diane LeGree, Chair, Sixth College Dean
Mark Cunningham, Director, HDH
Clarisse Abuel, Sixth Representative
Rasheed Al Kotob, ICRA Representative Proxy
Angela Fronda, Marshall Representative
Malik Ismail, Resident Dean Representative
Nicole Lee, ICRA Representative
Sulochana Marpadga, Marshall Representative
Richard Madsen, ERC Provost
Jacqueline Nguyen, ERC Representative
Windi Sasaki, Res Life Liaison
Matt Schwegler, Village Representative
Pa Chia Vue, Secretary
Joshua Yang, Revelle Representative

MEMBERS ABSENT: Jordan Coburn, AS Representative
Gustavo Jimenez, Warren Representative
Helen Ly, RA/HA Representative
Esteban Marquez, Financial Aid Representative
Ivy Ouyang, Muir Representative
Russell King, HDH Representative

GUEST: Stacy Travis, HDH Representative

Room Selection 2014
- Mark shared that the Frosh numbers are right on target as of today. The deadline to apply for housing and submit the SIR is May 1, so he’ll have the figures to share with the committee after that.
  - Richard asked what HDH’s target is.
    - Mark said that HDH does not have a target. HDH will house all those who apply and meet all the housing deadlines. This number is determined by the campus. He shared that HDH typically houses 95% of incoming freshmen.
- Mark introduced Stacy Travis, HDH representative, to talk about the upcoming Room Selection process. Stacy shared that the Room Selection website went live yesterday. The Room Selection postcards will go in to PO Boxes today. Students are eligible if they fall within one of the following categories:
  - Current freshmen, who entered in Fall Quarter 2013 and hold a four year housing guarantee.
  - Students who entered as freshmen in Fall Quarter 2012 and hold a four year housing guarantee.
  - Scholars who have a four year housing guarantee.
  - Village students who hold a 2+ year guarantee.
- Stacy shared that all eligible students were emailed in March. All students who are not eligible for Room Selection were also sent emails in March. If any student has a question regarding their
Richa freshmen. Stacy stated that Room Selection informational emails went out to the parents of current Students entering into their scholars housing program applications. She shared that both the dates. Stacy reminded the students to review the cancellation policy and pay close attention to the dates listed. She shared that both the MCLLC (Multicultural Living Learning Community) and the Village Scholars housing program applications closed last week. Students entering into their third or fourth year of housing have the following perks: They will have the opportunity to select a space at the Village (space is limited). OR They will receive an AM lottery time on General Room Selection Sign-Up Day. Stacy stated that Room Selection informational emails went out to the parents of current freshmen. Richard asked how long the Room Selection process takes. Stacy said that it depends. Typically it’s about 10 minutes.
- Stacy shared that I-House just wrapped up reviewing applications and is currently sending out offers. A student must accept the offer in order to select a space in I-House. Once you opt into the I-House program, you cannot opt back into regular Room Selection at your college.
- All students are assigned an access code. This code is necessary to sign into the Room Selection Sign-Up portion of the process. This code is also needed when adding roommates.
- Each student is assigned a lottery time that is completely random and cannot be changed. The Village lottery times are assigned based on the date the student signed the housing contract. Students can get their lottery time, access code, and other information at the Room Selection portal, which will be available in May.
- She reminded the members that HDH guarantees a space on campus (to all those who complete the process by the deadline), not a particular space in a particular college.
- She encouraged all students to visit their Residential Life Office and take a tour of the spaces (so they have an idea of what the spaces look like before Room Selection Sign-Up in May). She also encouraged students to attend their Residential Life Office’s information sessions.
- She shared the following Room Selection Dates:
  - Room Selection Application process starts on Tuesday, April 29 at 10am and ends at midnight on Thursday, May 1.
  - May 19 is substance free housing Room Selection sign-up.
  - May 20 is Village and I-House Room Selection sign-up.
  - May 22 is general Room Selection sign-up.
- Stacy explained the roommate process. All students will need an access code to select a space. You will also need your roommate’s access code to pull them in. Once a student logs in, they can enter as an individual or they can enter in as a group (and add roommates). Once you add in your roommates, the system will look for spaces that fit the size of your group/gender. Once you find a space that you want, you must place each member of the group into a space. Each person will receive a confirmation when the process is complete. Stacy encouraged all groups to have backup plans, in case their top choice is not available or in case there are no apartments available that fit your group.
- Stacy asked the committee if they had any questions:
  - Jacqueline asked if ERC students will be overflowed and if so, where.
    - Stacy said there might be overflow to another college, but they do not know which one yet.
    - Jacqueline asked if students will know prior to selecting a space.
      - Stacy said yes because HDH will know in the next two weeks. She encouraged students to check the Room Selection portal for updates and information.
      - Mark shared that May 1 is a big date because it is also the incoming frosh housing application deadline date. HDH will know their continuing student and incoming frosh demand after that date.
      - Stacy shared that it’s hard to predict 3rd and 4th year numbers. For freshmen, typically 95% of students live on campus. HDH is currently reviewing space management and will make final decisions once the numbers come in.
  - Mark shared that there will be an Off Campus Housing Fair on May 9. There will be 11 student friendly off campus properties there. Students who are interested in living off campus can explore some options and shop around.
  - Mark shared that HDH’s goal is to keep freshmen in their college. He also shared that HDH has no interest in tripling in the apartments and will only do it if they have to.
Josh shared that he’s heard students say that they will participate in Room Selection, hoping to opt for the Buy Out later.

- Stacy said that there will not be a Buy Out option this year. She stated that students should only participate in room selection if they want to live on campus next year. The cancellation policy will be enforced and these students may lose their prepayment.

Jacqueline heard that there was no All Campus Housing this year and asked why.

- Stacy explained that the goal and priority of HDH is to house students in their college of registration. There is a large incoming freshmen class and a large existing returning population. Since All Campus is usually at Warren or Sixth, Warren or Sixth students would have to be overflowed to another college to make space for it. She explained that HDH doesn’t believe this is fair to Warren or Sixth College students.

- Mark added that HDH believes in the All Campus program but also supports the colleges. HDH wants students to live on campus and believes that having them at their college is important.

Jacqueline asked if two students from different colleges wanted to switch places with each other, would that be possible.

- Stacy said that this would need to be discussed with the Resident Deans of the colleges involved.

Sulochana asked if there will be mini doubles next year in the apartments.

- Stacy said that HDH is reviewing the spaces right now and will make decisions once the final numbers are in.

Next meeting is scheduled on Tuesday, April 22, at 12:00pm in the Sixth College Main Conference Room.
MEMBERS PRESENT: Diane LeGree, Chair, Sixth College Dean  
                               Clarisse Abuel, Sixth Representative  
                               Malik Ismail, Resident Dean Representative  
                               Nicole Lee, ICRA Representative  
                               Richard Madsen, ERC Provost  
                               Esteban Marquez, Financial Aid Representative  
                               Jacqueline Nguyen, ERC Representative  
                               Windi Sasaki, Res Life Liaison  
                               Matt Schwegler, Village Representative  
                               Pa Chia Vue, Secretary

MEMBERS ABSENT: Rasheed Al Kotob, ICRA Representative Proxy  
                               Angela Fronda, Marshall Representative  
                               Mark Cunningham, Director, HDH  
                               Jordan Coburn, AS Representative  
                               Gustavo Jimenez, Warren Representative  
                               Russell King, HDH Representative  
                               Helen Ly, RA/HA Representative  
                               Sulochana Marpadga, Marshall Representative  
                               Ivy Ouyang, Muir Representative  
                               Joshua Yang, Revelle Representative

Future On-Campus Housing Discussion - Windi asked the committee what types of things would be important in the new On-Campus housing community.

- Matt said that there is definitely a demand for singles so he believes the new community should have more single rooms.
- Clarisse likes the idea of having private bathrooms.
- Matt suggested having more right angles (in terms of room layout), as opposed to weird angular layouts (he referred to some of the corner units in the Village West).
- Matt thinks that there should be, at max, three people to one bathroom.
- Malik shared that one topic that was brought up in last year’s discussion was studios. He asked the members if they would be interested in studio apartments.
  - Matt said that the demand for a studio would be outrageous. He would personally pay any amount for a studio on campus.
  - Windi asked the members if they felt the community needed other types of rooms/layouts as well.
    - Matt said that more common spaces would be needed to encourage mingling and avoid people hiding in their rooms. He shared that he also likes a “master bedroom” layout (room with private bathroom).

- Windi asked about cleaning services because custodians would not be able to access your private bathroom to clean it.
  - Matt said that he would clean his own bathroom and doesn't think people would mind. He really likes the studio and master bedroom idea. He suggested HDH do a market study of the
rental rates in the area and charge up to that cost for the studio.

- Diane asked the members how they felt about parking.
  - Matt said that anything built from this point on should come with underground parking.
- Richard suggested having some classroom, office, or programming space available for use by students, staff, or faculty.
  - Matt added that the committee should consider how they want to set up the academic lifestyle in this new community. From an RA perspective, this is not a traditional on-campus housing experience (especially if everyone has a single room). It’ll be hard to get everyone out of their room to participate in activities. He suggested not having RAs and just having a front desk (like the graduate student housing communities). He believes programming needs to be structured differently.
    - Windi pointed out that she’s served on the Graduate Student Advisory Committee and one of the issues they discuss year after year is how to make the areas more of a community.
    - She asked how the committee felt about themed housing.
      - Matt said it might work if it was themed by major. The residents would be more inclined to knock on each other’s doors and interact (to study or help each other with an assignment).
      - Clarisse said that San Diego State has a housing facility that does this and has a different major on each floor.
      - Matt shared that the Biosciences themed housing at the Village is doing very well and they are adding a second theme next year (Computer Science).

- Meal Plans
  - Diane suggested having a dining location that was part market, part grocery, part convenience, with a coffee area and a little sandwich area. She believes this would do really well in community with 3rd/4th years.
  - Matt said that if this community has parking, it will be more convenient for students to go off campus to get their groceries. If there isn’t parking close by, students will purchase what they need from the market. He would prefer to get in his car and drive off campus to get his groceries. He doesn’t think these residents will need as many dining options because they will be in their 3rd/4th year of housing. As a freshman, they had the full dining plan. In their second year, they had a smaller plan. As a 3rd/4th year, these students will be transitioning into the real world and taking care of themselves so a smaller meal plan is desired.

- Bathtubs
  - Richard doesn’t think people use tubs anymore.
  - Jackie said she would like to have bigger showers and doesn’t think bathtubs are necessary.
  - Matt said that if he lived in a studio or had a private bathroom, he’d like a bathtub. If he is living with other people, he does not want a bathtub.

- Community Gardens and Computer Labs
  - Matt said no to gardens. He said that computer labs with a printing area would be nice.

- Custodial Services
  - Jackie said custodial services would only be needed once a week.

- Laundry room versus having a laundry unit in each apartment
Matt said he’d love to have a laundry unit in his apartment. Although if the maintenance will be an issue and if the machines will break easy, he’d prefer to have a community laundry room.

Jackie said that if there will be community laundry rooms, there should be one on every floor.

- **LEED Platinum**
  - Matt pointed out that he doesn’t mind as long as the building has good ventilation.

- **Keyed entry versus E-locks**
  - Matt said that if a majority of the units will be studios, the facility should be a tower with a main entrance that is securely locked.

- **Pets**
  - General consensus of the entire committee was no.
    - Matt said there would be so many roommate issues.
    - Diane said there would be so many cleaning issues too.
    - Matt clarified and said that service animals are ok but No, for all other pets.

- **Pool/Jacuzzi**
  - Jackie said that a pool or Jacuzzi would be so nice.
  - Clarisse agreed and said this would be a good idea.
  - Windi asked the members if they think the residents will use it.
    - Jackie said that she has friends at SDSU and they use their facility’s pool all the time. The weather is nice here in San Diego so she feels the residents will use it.
    - Matt suggested having a lap pool, then people would use it.
    - Malik asked if the residents at La Jolla Del Sol use their pool.
      - Windi said yes but there are a lot of children living there.
    - Matt said the pool would have to be kept clean.
    - Nicole said having a pool would be nice but not necessary because there are already pools on campus. If it can be kept clean and won’t cost the residents too much money then it would be nice. But, she doesn’t feel as if this amenity is a priority.
    - Jackie said she’d prefer to have a mini gym, especially if this housing facility will be farther away on the East side of campus.

Next meeting is scheduled on Tuesday, April 29, at 12:00pm in the Sixth College Main Conference Room
MEMBERS PRESENT: Diane LeGree, Chair, Sixth College Dean  
Rasheed Al Kotob, ICRA Representative  
Clarisse Abuel, Sixth Representative  
Malik Ismail, Resident Dean Representative  
Gustavo Jimenez, Warren Representative  
Nicole Lee, ICRA Representative  
Richard Madsen, ERC Provost  
Esteban Marquez, Financial Aid Representative  
Jacqueline Nguyen, ERC Representative  
Wind Sasaki, Res Life Liaison  
Matt Schwegler, Village Representative  
Pa Chia Vue, Secretary  
Joshua Yang, Revelle Representative

MEMBERS ABSENT: Angela Fronda, Marshall Representative  
Mark Cunningham, Director, HDH  
Jordan Coburn, AS Representative  
Russell King, HDH Representative  
Helen Ly, RA/HA Representative  
Sulochana Marpadga, Marshall Representative  
Ivy Ouyang, Muir Representative

GUEST: Jana Severson, HDH Chief of Staff

Jana shared that the Room Selection website is currently down due to SSO (single sign-on) issues. Once the issues are resolved, all eligible students will be emailed.

Jana handed out a list of possible amenities for the committee to review and rank in terms of importance.

- Matt shared that he spoke with his constituents and they agreed that more singles were needed.
- Windi shared that she spoke with ICRA and they had a lengthy discussion about dining plans. Several options were discussed but she asked the committee for more clarification or direction regarding the matter.
  ○ Matt said that having a dining plan will really depend on whether or not parking will be easily accessible. He spoke with his constituents about how Village students spend their dining dollars. They agreed that if parking was more accessible, students would buy their groceries off campus at stores like Trader Joes. But, since people are worried about losing their parking spot, they shop at the market. If the new facility has parking, less will shop at the market so a smaller market should be built. If parking is not good, then a bigger market can be built.
- Jana asked how the students felt about furnishings. She asked the apartments should come furnished or not.
- Matt said the apartments should be furnished. You might see more damage to common areas if people have to move big pieces of furniture in and out of the spaces.
- Jana pointed out that move-in is already impacted so adding big pieces of furniture could make it more crowded.
- Matt said bigger elevators would be needed if the apartments are not furnished.
- Matt pointed out that providing a TV is a bad idea (referencing one of the items on the amenities list). He said that students will be more cautious if they bring their own TV.
- Malik also pointed out that although furniture has a 10 year life span, a TV will only have a 3-4 year life span before it needs to be updated.
- Windi asked about having laundry machines in each unit and whether it would be more expensive than having a community laundry room.
  - Jana explained that the initial expense is purchasing the units. Each apartment would need to have the necessary plumbing and vents as well. In a community laundry room, the vendor provides the machines so the maintenance is easier. If each unit has their own laundry machine, a maintenance person would have to enter the unit to fix it (most likely an HDH staff member).
  - Matt said that if each apartment had their own laundry unit, utilities would increase drastically. Since it won’t cost them anything to do laundry and the machine is conveniently located in their apartment, residents would do laundry all the time.
- Jana asked the committee if there was any other amenities they wanted (not on the list provided).
  - Malik suggested having an on demand hot water machine (similar to the one in Blake) for sustainability and water conservation. Residents wouldn’t have to wait so long for water to heat up.
  - Matt suggested having a sauna or jacuzzi. He also suggested having rooms with massage tables, available for check out.
    - Jana said Matt brought up a good point and asked if the committee members would be interested in rooms that were versatile or themed rooms (i.e. game room).
    - Windi shared that the members discussed having classroom space or study rooms where TA’s or professors could hold office hours. The rooms should also have all the necessary hookups (projectors, etc).
    - Clarisse suggested having music rooms that are sound proof. She said it would be cool if a piano was provided as well.
    - Matt shared that the most popular spaces at the Village are the study rooms with white boards. He wishes there were more available at the Village.
    - Josh likes the study spaces at Geisel Library because the bigger study rooms can be partitioned off into smaller rooms.
      - Matt said this would be great if the partitions are soundproof.

**Future Agenda Item Suggestions**
- Clarisse suggested that the dining halls or markets provide a food delivery service.
- Matt said he’d like an update on the parking consultant.
- Clarisse suggested discussing reinstallation of stoves in the residence halls.
- Matt suggested discussing the Light Rail and how we are going to deal with that.
- Richard suggested having more halal and kosher foods at the markets. He suggested having a station dedicated to those types of foods at the dining halls.
- Jackie asked if HDH has considered building a dining hall closer to Price Center (in the middle of campus).
  - Jana shared that typically, the dining facilities are built close to the housing facilities and in the college neighborhoods. The closest to Price Center would be the one that is to be constructed in Sixth College (in the future).
- Diane asked for an update on the BBQs and FoodWorx heat lamps discussed last quarter.
- Clarisse asked about revamping the dining services menu to add a little more variety. She said that the items are good, but the cycles need more time in-between them.
  - Matt suggested putting the menu items on a two week cycle instead of one week.
- Jackie suggested having more protein options at the salad bars in the dining halls. She doesn’t think students should have to wait in the grill line to get protein for their salads.
- Clarisse would like a fruit and salad bar at Foodworx.
- Nicole suggested adding some new items to the Bistro menu.
  - Clarisse suggested having a special of the month.
  - Matt suggested building another Bistro on campus because it’s really popular and often crowded.
  - Windi shared that ICRA would like the Bistro to be open on Saturday.
  - Clarisse agreed and said that she would love it if the Bistro was open on Saturday.
- Rasheed asked for an update on Netflix or RedBox.
  - Jana said she knows these items are on Mark’s to-do list.
  - Rasheed suggested providing residents with a variety of packages (with HBO on the go, Hulu, or Netflix). He believes it would cut a lot of costs.

Next meeting is scheduled on Tuesday, May 6, at 12:00pm in the Sixth College Main Conference Room.