

**University Housing Advisory Committee Minutes**  
**Friday, September 5, 2014**  
**IRC Conference Room, Turlington Hall**

Present: Michael Coombes (Chair); Chris Becker (student); Janice Coats; Laura Simis (student); Lee Little; Maxine Atkinson; Samantha Smith; Sarah Bloomer (student); Susan Grant; Tonya Washington; Tracey Ray; Yan Solihin

Guests: Abeer Mustafa, Director, Business Administration, Campus Life  
Pete Fraccaroli, Director, Facilities, IT, Asset Management, Campus Life

- I. Welcome and Introductions – Michael Coombes
  - II. Housing Overview – Susan Grant
    - a. University Housing does not receive revenue from State funds.
    - b. All operations/project expenses are covered by students' rent and summer conferences.
    - c. There are approximately 10,000 students living in 20 residence halls and four apartment complexes.
  - III. Three Budget Reviews – Abeer Mustafa and Pete Fraccaroli
    - a. The three budgets (Residence Halls/ Wolf Village/ Wolf Ridge; ES King Village; and Western Manor) each include the list of completed projects for 2014; proposed large capital projects for 2015 and 2016; rate comparisons; projected revenue and expenditures for FY16.
    - b. Housing directors meet bi-weekly to update the ten-year plan which drives the budgets.
  - IV. Residence Halls, Wolf Village and Wolf Ridge Budget - Abeer Mustafa, Pete Fraccaroli and Susan Grant
    - a. Yellow highlighted areas indicate completed student-suggested projects.
    - b. Total capital projects completed for FY14 – almost \$4.7 million in improvements such as furniture for Avent Ferry Complex and Lee Hall, Bowen Hall window and first floor renovation, and Wolf Village flooring in Gray and Hudson halls. (pgs. 1 & 2)
    - c. Typically average between \$4-7 million in improvements/year; closer to \$6 million for FY15 (Watauga Hall chiller and HVAC renovation, Metcalf Hall first floor renovations, Sullivan Hall up stairway project, and disability/ADA upgrades). (pgs. 3 & 4)
    - d. Housing has a commitment to maintain all properties at quality level. Facilities researches how long furnishings last, i.e. paint on walls, floor renovations, new HVAC systems, then schedule accordingly.
- Q: IRC president Chris Becker mentioned the LAR project spearheaded by Professor Andy Fox, Landscape Architecture where his students planted sustainable plants and trees between Owen and Turlington halls. He asked where the next phase will take place.
- A: Pete: it will be nearby but the area is not yet defined.
- Q: Yan Solihin asked about student-initiated projects – how are they chosen?
- A: Pete: Assistant and Associate Directors work with student suggestions to choose projects which highly impact student life in their areas.

- f. Some projects proposed for FY16 include: renovating 2 Wolf Village buildings with new common-area furniture, carpet, etc.; Lee Hall stairway project; and addressing humidity issues in some residence halls. New humidity controls in Tri-Towers have shown positive results. (pg. 5)
- g. Abeer explained comparison of rates and weighted increases for the halls, Wolf Village and Wolf Ridge apartments (3.3%). The projected revenue for FY16 is \$49 million, comprised mostly of rents and summer conferences and camps. The projected expenditures for FY16 are \$48.2 million; this does not include the \$5.2 million in capital projects. (pgs. 6-8)

Q: Chris Becker: are there future ADA/disability spaces that are being created?

A: Pete : currently, there are spaces in ES King, Avent Ferry and North halls because they have individual bathrooms. There is a lot to be considered, such as height of water fountains and bathroom turning radius. Also, current doors must be replaced with wider doors ; elevators are scheduled for installation in FY 20-22.

Q: Chris Becker: if the projected expenditures are greater than the projected revenue, how will we make up the difference?

A: Abeer: we hope for higher occupancy and more conferences during the summer, greater outreach, aggressive marketing.

Q: Yan Solihin: if more money is needed for building on Wolf Ridge?

A: Susan: All building on Wolf Ridge has been accomplished.

V. ES King Village Budget –Susan Grant, Pete Fraccaroli, and Abeer Mustafa

- a. 90% occupancy in 17 apartment buildings, family oriented, multicultural, built in 1950's
- b. Total capital projects completed for FY14 include kitchen upgrades for 30 units, bathroom reglazing, landscaping and resident/council initiated projects- \$326K. (pg. 1)
- c. Planned capital projects for FY15: kitchen upgrades for 30 units, sanitary pipe replacement, landscaping and resident/council initiated projects – \$306K. (pg. 1)
- d. Planned capital projects for FY16: replace roofs in buildings O and P at \$200K and kitchen upgrades at \$80K. (pg. 2)
- e. Reviewing feasibility of central air conditioning/new HVAC system for the property.
- f. Abeer shared rates for ES King Village - average increase of 3.18%. The projected revenue for FY16 is \$1.67 million. The projected expenditures for FY16 total \$1.45 million, which includes capital projects expenses. ES King must operate within its budget. (pgs. 3-5)
- g. Susan mentioned that short-term and long-term housing helps visiting families and visiting scholars, while providing additional income.

Q: Tonya: Is there a plan for additional security at ES King Village?

A: Susan and Pete: Currently there is key access to apartments and security guards from dusk to 5 a.m. We are looking into card access and camera surveillance.

Q: Tonya: Is there camera surveillance at Avent Ferry?

A: Susan and Pete: Yes.

VI. Western Manor Apartments Budget –Susan Grant, Abeer Mustafa and Pete Fraccaroli

- a. 118 units with 1960's décor for students and visiting scholars, with close proximity to Centennial Campus
- b. Yellow highlighted areas indicate completed student-suggested projects.
- c. Total capital projects completed for FY14 include exterior renovation (\$500K), roof replacement, kitchen upgrades for 20 units and alternate HVAC heat pumps for one-bedroom units - \$675K. (pg. 1)
- d. Planned capital projects for FY15 include additional renovation for building façade (\$200K), alternate HVAC heat pump upgrades for one-bedroom units, and kitchen upgrades - \$335K. (pg. 1)
- e. Planned projects for FY16 include kitchen upgrades, HVAC heat pumps, and student-initiated projects - \$165K. (pg. 2)
- f. Abeer explained comparison of rates for Western Manor with an average increase of 2.84%. The projected revenue for FY16 is \$995K totally from rents. The projected expenditures for FY16 total \$726K, which includes capital projects expenses (23%). Western Manor must operate within its budget. (pgs. 3-5)

Q: Yan: Is Western Manor a popular place to live. Is occupancy steady?

A: Susan: With its close proximity to Centennial keeps, WM nearly always full.

Q: Maxine : How does the off-campus competition impact on-campus housing?

A: Susan: It does have an impact but much of the off-campus housing near campus (like Stanhope, Valentine Commons) is more expensive.

A: Abeer: On-campus housing is sprinklered; the competition is not. This is important to parents concerned about life safety issues for their students. Susan added that on-campus police and fire departments are a big plus.

Chairman Michael Coombes asked for a vote on the budget proposals. Maxine Atkinson: first motion; Sarah Bloomer: second motion. No abstaining votes. Proposals unanimously passed.

#### VII. Inter-Resident Council (IRC) Summer and Fall 2014 Projects – Chris Becker, president

- a. Resource management – re-appropriate funds
  - i. 40% to programming (from linen, care packages, Student Advantage discount cards initiatives)
  - ii. 25% to hall councils
  - iii. 35% to stipends
  - iv. Added new positions ; lacking only the National Communication Coordinator
  - v. Redirect funds to leadership development and hall council training
  - vi. Collaborate with hall councils for more decentralized programs, like Halloween event and centralized events like Silent Disco, Chillin' and Grillin', No Frills.
  - vii. Partnering with UAB and working with RAs
  - viii. Goal to inspire the community to push past status quo, reduce desegregation of those who "do" and those who "don't do".
- b. Housing Funds
  - i. IRC sends representatives to three conferences: NACURH (North Dakota/May 2015), SAACURH (UNC Charlotte/October 2014) and NCARH (Western Carolina University/February 2015). Opportunity for leadership/ development/ collaboration with students in UNC system.

- ii. Susan mentioned that our students who attend present programming and generally receive rave reviews for their presentations. In 2014, IRC received School, President and Student of the Year awards!
- iii. IRC hopes to host one or more of the conferences in the future.

VIII. Topics for future Housing Advisory Committee meeting topics

- a. Review Housing's 10-Year Plan
- b. Living and Learning Villages – augmenting the student experience
- c. Tour of LAR project on Central campus – Artist's Backyard

IX. Announcements

- a. Susan mentioned the assistant director positions currently vacant, the focus on continuing assessment, and Wolf's Den monthly newsletter to be sent to the advisory board members.
- b. Tonya publicly thanked Housing's Assignment assistants Evelyn Buck and Pennie Graham for their work with Athletics.

Michael Coombes adjourned the meeting at 3:30 p.m. The next meeting is scheduled for Friday, November 21 at 2:00 p.m. in the Pullen Conference Room, 1111 Pullen Hall.