

University Housing Advisory Committee

Tuesday, November 19, 2019

1:00 PM - 2:00 PM

Room 114, Schuab Hall

The charge of the University Housing Advisory Committee is to 1) in consultation with the Director of Housing, advise the Vice Chancellor and Dean of Academic and Student Affairs, 2) evaluate policies and programs pertaining to University Housing, 3) review changes in policies and programs as recommended by University Housing staff members, Inter-Residence Council and other members of the University community, 4) propose new directions for University Housing (The committee is advisory to the Vice Chancellor and Dean for Academic and Student Affairs), and 5) consult with the Faculty Senate's Resources and Environment Committee for consideration of matters pertaining to the academic mission of the university.

Agenda

1. Call to Order - 1:04 PM
2. Welcome and Introductions
 - a. Carly Burnette, IRC representative
 - b. Kevin Sutton
 - c. Josh Boyer
 - d. Melissa Ramirez
 - e. Maura McCarthy
 - f. Donna McGalliard
 - g. Tonya Washington
 - h. Melissa Green (remotely)
 - i. Anona Smith Williams (remotely)
3. Review of Charge
4. Report Housing Executive Director
 - a. Proposed New Directions for University Housing
 - i. Organization changes after study in Spring 2019 to become more centralized via the creation of 5 distinct areas based on functionality as opposed to geography
 1. Academic/Education (to include villages) - led by Chester Miller
 2. Residence Life (staffing, event programming) - interim led by Meghan Luzader
 3. Housing Operations (daily operations, mail, front desk procedures) - led by Kathleen Ruppe
 4. Administration & Occupancy Management (to include assignments and conference services) - led by Katrina Puwvluk
 5. Finance
 - ii. Changes to Fall Room Selection 2020
 - i. Applications for Fall 2020 housing are live until Feb 3 and assignments will start Feb 5
 - ii. Avent Ferry Complex will be upper and graduate students only with some exceptions

University Housing Advisory Committee

Tuesday, November 19, 2019

1:00 PM - 2:00 PM

Room 114, Schuab Hall

- iii. First year students will no longer be able to preference a building, can preference roommate only
- iv. Returning students can now create roommate groups that matches capacity of a space
 - 1. University Housing will be hosting roommate matching events in January to help with the creation of groups
- v. Roommate matching percentages will now be available
- vi. Single rooms will not be available (though still limited in quantity)
- c. [Off Campus Housing Service](#)
 - i. List of services in Raleigh (apartments, legal services, etc.), not endorsed by University Housing
 - ii. Sublet assistance
 - iii. Search for roommates
 - 1. Question from Kevin Sutton - What other universities use this model? A - UNC-CH, Boston College, Wake Forest
- 5. Report from Inter-Residence Council
 - a. IRC Overview - 16 halls and area councils, interested in asking University Towers to join
 - b. General Assembly includes reps from councils
 - c. PAC - Programming Allocation Committee (student orgs can ask for money)
 - d. Residence Roundtable
 - e. Exec Board - president, VP of outreach & community, VP of community affairs, VP of Programming, VP of Media Marketing
 - i. Upcoming Events - Spring Sustainability Fair, GA voting on action plan for future
- 6. Business Items
 - a. Policy/Procedure Updates from 2019-2020
 - i. University Housing will be open for Thanksgiving Break 2019 & Spring Break 2020
 - ii. Opening Jan 2 at 3pm
 - iii. Housing Master Plan - report available in January
 - b. Program Updates from 2019-2020
 - c. Recommended Changes Proposed by:
 - i. University Housing Staff
 - ii. Inter-Residence Council
 - iii. Members of the University Community
 - d. Consultation with the Faculty Senate's Resources and Environment Committee
 - i. No related updates from this committee to UHAC
 - e. Other Business/Additions to Agenda
 - i. Q - Tonya Washington - process of receiving mail and delivery estimates - A - mail is delivered to central location, sorted by area, sorted by

University Housing Advisory Committee

Tuesday, November 19, 2019

1:00 PM - 2:00 PM

Room 114, Schuab Hall

residence hall, delivered to front desks, messages sent to residents - mail is scanned at all stages, time from delivery to central location to message sent to residents is less than one day

- ii. Q - Melissa Ramirez - can Pack Essentials visit/present to UHAC in the Spring? A - Yes! Also, Ombudsperson could also be invited

f. Action Items for Next Meeting

- i. Invite Pack Essentials and Ombudsperson

g. Calendar Next Meeting

- i. Doodle Poll will be sent out in January

h. Adjourn - 1:48 PM

Minutes prepared by - Andy DeRoin, Chair, 11/25/2019