

# Associated Residential Community Housing (ARCH) Advisory Committee | MINUTES

**Meeting date | time** 4/27/2018 12:00 PM

**Meeting location:** Barrett Room

<b>Type of meeting:</b>	ARCH Advisory Committee	<b>Attendees:</b>	
<b>Co-Chairs:</b>	Tatiana Zavodny Jana Severson		Ramona Ferreira Rebecca Otten Robert Frazier Tatiana Zavodny Burgundy Fletcher Jacob Schalch (+ Ian proxy) Anindita Bhattacharya Marybeth Ward (+ Kim proxy) Valerie Saiag Burton Ober
<b>Note taker:</b>	Leticia Ruelas		

## AGENDA

Meeting begun at 12:04 PM with Tatiana sharing the agenda and congratulating Marybeth on an award she received.

### Appeal # 1239

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- Jacob motioned to vote to deny.
  - Marybeth seconded the motion.
    - Votes: 0 approve – 8 deny – 0 abstain
    - Appeal decision: denied

### Appeal # 1242

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- Marybeth motioned to vote to deny appeal and approve to 7/31/2018.
  - Jacob seconded the motion.
    - Votes: 5 approve – 3 deny – 0 abstain
    - Appeal decision: approved to 7/31/2018

### Appeal # 1250

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- Valerie motioned to vote.
  - Marybeth seconded the motion.
    - Votes: 0 approve – 7 deny – 1 abstain
    - Appeal decision: denied

### Appeal # 1255

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- Marybeth motioned to vote.
  - Jacob seconded the motion.
    - Votes: 0 approve – 8 deny – 0 abstain
    - Appeal decision: denied

## Appeal # 1256

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- Marybeth motioned to vote.
  - Jacob seconded the motion.
    - Votes: 1 approve – 7 deny – 0 abstain
    - Appeal decision: denied

## Minutes

- **Jacob motioned to vote to approve minutes from 4/13/2018.**
  - **Marybeth seconded the motion.**
    - **All in favor- 8 approved**

## Handbooks

- Tatiana shared the committee had previously discussed the possibility of combining all handbooks.
  - Rebecca confirmed ARCH is consolidating the handbook and notifying residents with the rent increase letters.
    - Bob added Mesa Nueva handbook was built on the original approved ARCH handbook.
- Anindita acknowledged rules need to be written somewhere, but feels no one reads them. She added she'd like a way to get students to read them. She provided an example of downloading an app and acknowledging the terms and conditions without reading them first.
  - Rebecca shared ARCH started a new electronic orientation. In the orientation, students are required to go through the slides and acknowledge policies. The students must complete the orientation before receiving keys.
  - Anindita asked if there was a quiz so people wouldn't skip through.
    - Bob responded it is not a quiz, but students have to acknowledge multiple pages.
- Burgundy asked if ARCH would include the UCSD principles of community in the handbook. She also asked if the acknowledgements in the orientations were to serve as a first warning for residents. Lastly, she asked if housing was facing challenges to evict people.
  - Bob gave an overview:
    - Housing is not facing challenges evicting people. ARCH follows tenant/landlord laws that are enforced by the court.
    - Handbook is informational not punitive. The handbook contains important information about the property.
    - Handbook contains a set of rules that help the Student Conduct Office hold students accountable.
  - Rebecca added all students go thru a UCSD orientation, and the principles of community are part of student code of conduct.
- Anindita asked a question about conduct and landlords.
  - Rebecca shared some behaviors are disciplined thru the conduct process and some thru landlord/tenant process. Principles of community are part of conduct.
  - Jacob asked what the punitive measures for conduct were.
    - Rebecca shared they call them sanctions and from what she knows, some have been or are community service, reflective papers, probation, suspension, and courses ( like for alcohol).
    - Jacob asked if housing and conduct sanctions could be connected.
      - Rebecca responded a student would lose their housing privileges if suspended as they wouldn't meet the housing eligibility requirements.
  - Anindita asked if housing would add what violations would be prosecuted by the landlord/tenant process versus the conduct process.
    - Rebecca responded they typically don't as issues are handled case by case.

- Rebecca shared housing is still working on the final version of the handbook. The committee can make recommendations. Housing will have the handbook up by July 1<sup>st</sup>, if not sooner.

### Community living statement

Discussion tabled until Jana can be present.

### Water station

- Tatiana shared they haven't gotten more information from Kim in regards to the water hydration station.
- Anindita asked for clarification on the purpose of the hydration stations email (referencing the email Jana sent with locations to current hydration stations).
  - Bob responded the purpose is to identify locations and cut back on plastic bottles. As housing builds more communities, hydration stations are funded by the development of the community.
  - Tatiana added its important information for residents.
- Marybeth asked if the \$10,000 was a true amount (referencing a previous estimate).
  - Rebecca responded that would be the maximum, it could be less depending on existing water lines.
- Tatiana asked if there's still shower hook ups at Coast to locate an existing water line.
  - Rebecca and Bob gave a few locations.
- Bob shared hydration stations require electricity, water and a drain in order to function. Hydration stations would be associated with a community room.
- **Marybeth motioned to look for a specific location at Coast and OMS to try to bring estimate cost down.**
  - **Anindita seconded the motion.**
    - **All approved**

### Housing issues-Rita

Landscape at Rita.

- Anindita shared there's no shade around Rita and no AC in the units. She suggested adding trees and shade to make it more habitable during the summer.
  - She added parking is hard to find.
- Marybeth asked if residents would have access to the new parking lot by Rita if they bought a parking pass.
  - Ramona stated she's been in communication with Transportation, they are aware of the issue.
    - Bob added parking wouldn't be free.
  - Bob asked when the structure would be opening.
    - Ramona responded 8/14/2018, but Transportation is aiming for earlier.
- Jacob shared he would be interested in seeing what land will be connected to the Rita.
  - Rebecca and Bob explained what land belongs to housing.
  - Bob added there is very little land to do something with.
  - Ramona opened a map on the projection screen.
    - Committee members discussed the map.
- Burton shared his department has some awnings to block sun from coming in.
  - The committee suggested awnings or umbrellas for shade.
- Anindita asked if housing could add fans.
  - Rebecca responded residents could add individual fans, housing cannot add building fans due to the cost.
- Bob stated
  - They can raise the issue and see if there's interest in doing a study.
  - The committee can put on the table for discussion.
  - To do anything like they've seen would be a big number.
  - The amount will have to be recaptured from rent, as the committee saw from the budgets.
- Jacob added there are blinds at the Rita and part of it is learning about your home. He added residents can't leave their blinds open all day and expect a nice and cool home upon returning.

### Gardens at Coast:

- A child of resident damaged someone's plot and caused an issue. The resident suggested putting up fences and having a keycard system to access the gardens.
  - Ramona shared Stanley works with Coast garden coordinators, not so long ago they cleaned out gardens and rebuilt new plots which included top soil. Not a lot of people gardening yet. Working with garden coordinator. The garden coordinator maintains a list of those who want to use the garden.
  - Ramona added they added a fence at South Mesa. It was an expensive proposition and it was to replace existing gardens. The idea of a fence is to keep animals away. Residents can fence in their own little garden.
  - Bob added one of the challenges is that Coast gardens belongs to SIO. To do a significant improvement might be prohibited.
  - Burgundy shared she dislikes the idea of putting up a fence. She added the gardens at Mesa Nueva are in a walking path. She feels a fence defeats the purpose of community garden.
  - **All agreed they wouldn't like a fence.**
- Ramona shared someone added an irrigation system by one of the buildings by Coast to auto water unapproved gardens. She also added it is against all policies, it's not sustainable, and it's leaking. It will have to be dismantled.
  - Tatiana asked if housing could send an email to dismantle by a certain date before it's dismantled.
  - Anindita asked if it's in the guidelines that residents can't landscape.
    - Bob assured there's language that states it is not permissible without prior written approval.
  - Ramona will send an email to the building associated to the unapproved gardens.

### SGA move out process

- Ramona provided an update:
  - Housing will be as transparent and helpful as possible.
  - Goal is to have everyone out by the end of July to allow time to prepare for undergrads.
  - Bates will be going back to undergraduates as the committee previously approved.
    - Helping prepare for 2020 and to keep rents low.
  - Plan is to call residents on May 1<sup>st</sup>.
    - Script prepared. During the call, housing will ask residents when they would prefer to move.
  - 18 male and 28 female need to be relocated.
    - Identified enough spaces for males in Brown.
    - Expect to receive more NIVs in summer. Will be able to house all of relocates in Brown.
  - With the exception of Coast, residents may choose to move to a different community and receive priority.
- Bob added housing would provide carts to make the relocation easier. Easier to move from building to building.

### Sublease:

- Marybeth asked if the committee could start addressing the sublet portal at HDH.
  - Tatiana asked what aspect.
    - Marybeth shared she doesn't feel it works. In order to see what is available someone needs to have an account. She feels it should be more of a listing. She added The Office of Research Affairs has students coming in the summer and she has students that are gone for the summer who would like to sublet their apartment.
      - Bob shared the portal has been under constant renovation. He added it has improved, but its great feedback.
- Bob responded he would get more information about how the sublet portal is interacting with the off campus housing office and how people could see what's available without having to sign up.

### New graduate students

- Anindita asked if housing had an estimate of graduate students joining this upcoming year.
  - Rebecca responded housing doesn't get the information in advance, but gathers information after the fact.
  - Marybeth shared she has real time information by how many offers went out and how many accepted.
    - Ramona asked if it includes the school of medicine and pharmacy.
      - Marybeth responded it includes Rady and Global Policy & Strategy.
- Anindita asked if housing had the information from last year.
  - Bob stated he is working on it.
- Marybeth shared she has past and present information that she will send to housing.
- Rebecca stated housing looks at data to see what percentage will be provided to graduates.
  - Bob added they house 30-35% of graduates. As housing grows, also do the number of admits.
    - Burgundy asked if they housed a specific percentage of students per department.
      - Bob responded they don't allocate, it's on a first come first serve basis.
        - Anindita asked if there should be a housing algorithm for the future or if they should keep housing on a first come first serve basis.
      - Rebecca added all graduate students are welcomed to apply.
        - Valerie asked if housing could require students to accept prior to being able to get on the waitlist.
          - Rebecca confirmed a student must be admitted to apply, but doesn't need to accept prior to applying.

### Rent increase

- Burgundy asked if there had been any complaints about rent increases.
  - Bob shared someone sent a summary of all the increases to Mesa Nueva.
- Tatiana shared she received a question about the increase in Coast. She also asked if the 9.1% increase at Coast included the electricity increase.
  - Ramona confirmed it includes electricity.

### Transportation

- Anindita shared there aren't enough stops by bus routes. Hoping there could be more bus stops and more shuttles around La Jolla.
  - Bob shared HDH has very little influence on transportation other than the housing shuttles. Housing will be meeting with transportation in preparation for 2020. However, big questions should be addressed directly with them. He suggested Anindita share her thoughts with transportation during their town hall meetings.
  - Tatiana added she can coordinate with Anindita to discuss specific stops and can have a more in depth conversation.

Meeting adjourned around 1:27 PM.

Next meeting will be on Friday, 5/11 /2018 at the Barrett Room.