

Associated Residential Community Housing (ARCH) Advisory Committee | MINUTES

Meeting date | time 1/22/2019 2:00 PM

Meeting location: Boardroom

Type of meeting:	ARCH Advisory Committee	Attendees:	
Co-Chairs:	Jana Severson Gautam Akiwate	Jana Severson Ramona Ferreira Malia Mahi Chris Dayss Valerie Saiag (+ Burgundy proxy) Jenna Bastear Marybeth Ward Hana Haddad Gautam Akiwate Holly Godden Anupam Garg Anindita Bhattacharya Erica Ferrer (GSA guest) Sven Bruggemann (guest) Drew Steeves (guest)	
Note taker:	Leticia Ruelas		

AGENDA

Meeting begun at 2:10PM with introductions. New members have joined the committee.

Jana shared the agenda item and shared some students would be attending the meeting to observe.

- Meeting minutes
- Budgets 101
- Payment priorities
- By-laws

Meeting Minutes

- Meeting minutes to be approved: 10.23.2018, 11.14.2018, 11.28.2018 and 1.8.2019
- Spelling error was adjusted on 11.28.2018
 - Marybeth motioned to vote.
 - Anindita seconded the motion.
 - Votes: 8 approved, 0 deny, 0 abstain
 - Decision: approved

Budget 101

- Jana gave an overview of the budgets process. Housing will provide more details in the future.
- Auxiliary (self-funded) departments at UCSD:
 - Book store
 - HDH
 - Imprints
 - Medical enterprise
 - Parking
- Auxiliary comes from:
 - People who utilizes service.
 - Must cover all expenses.
 - HDH must pay for services received from campus services.
- Other funding sources?
 - HDH does not have any other major funding sources other than people it serves.
 - HDH receives no Federal or State dollars.
- Services provided by HDH
 - Maintenance
 - Custodial
 - Wi-Fi
 - Cable
 - Utilities
 - Office team
 - Programming team
 - Student assistance
 - Sustainability programs (only HDH)
 - All services and assessments from campus
 - Salary and benefits in union environments

Sven and Drew joined the meeting. They are interested in joining the committee.

- Communities included in portfolio:
 - Coast
 - Mesa
 - One Miramar St.
 - Rita
 - Mesa Nueva
 - Nuevo West
 - Nuevo East
 - Brown Hall at SGA
- Jana passed out information sheets. Jana will provide electronic versions.
 - Market comparison report
 - Rental rate comparison history
 - Comparison by other areas
- Budget process:
 - Process begins Fall quarter and continues through Winter quarter
 - Confirm existing staff
 - Submit request for staff, capital projects, FF&E.
 - Historically they haven't added staff unless they are bringing something online (Example: Nuevo West).
 - Capital project can include fire alarm replacements.
 - FF&E isn't in every budget.

- All submit for internal reviews as team in January.
 - Determine revenue required to cover approved expenses.
 - Determine required rates to generate revenue.
 - Present proposed budget to both advisory committees for comment. In the past they have had:
 - Input on amenities such as master bedroom versus not master.
 - Input by square feet.
 - HDH provides residents a 60-day notice required by law.
 - Rental rate effective July 2019.
- Questions:
 - Valerie asked if housing could generate revenue through grants.
 - Jana responded not federal or state.
 - Valerie asked if they could receive a grant for building a green building.
 - Jana responded housing can certainly try, but Housing doesn't get much help. Academic buildings usually get more support.
 - Anindita asked about the 3 million previously discussed.
 - Jana explained the funds are from UCOP to address housing insecurity. She explained the breakdown. Housing is receiving coverage for emergencies. She gave some examples of emergencies: students living in cars, apartments flooded etc. She also shared the larger goal is to have apartments offline to utilize during the year. Housing currently doesn't have apartments offline due to the high volume.
 - Anindita asked about paying for new buildings.
 - Jana responded everything is covered by rent. HDH does it through a bond. They need to pay back the bond.
 - Anindita asked if they have paid Mesa.
 - Jana confirmed. She explained their rent helps contribute for the rest.
 - Anindita asked what the intent of Nuevo West and Nuevo East was.
 - Jana confirmed its part of the goal to increase guaranteed housing.
 - Erica asked if other UC housings were auxiliary.
 - Jana confirmed and shared they used to be one group. They are divided by campuses now.
 - Erica asked what sustainability included.
 - Jana explained.
 - Gautam asked if some communities would be removed from the portfolio.
 - Jana confirmed Brown Hall at SGA with the proposed plan.
 - Anindita asked if income would be going to new buildings.
 - Jana gave her a brief overview. After Nuevo East and Nuevo West, the new projects will be undergraduate properties. Jana will share the proposed plan electronically.
 - Valerie asked where she could find the Long Range Development Plan.
 - Jana will share the link.
 - Ramona helped her share the link: <http://lrdp.ucsd.edu/>
 - Marybeth shared she didn't understand why graduate housing is giving up spaces when there isn't more graduate housing breaking ground. She feels they won't reach the goal.
 - Jana confirmed there will be more graduate housing even with spaces given to undergrad.
 - Marybeth asked how they would reach the goal with housing giving spaces to undergraduates. She also asked if it was due to money.
 - Jana shared it's part of the demand.
 - Marybeth shared she feels admin should stop over admitting.
 - Anupam shared its net positive, but net negative from what they were told they would have. Graduate students were under the impression they would have the new buildings along with Rita and SGA. He added Rita is one of the most affordable and on campus. He asked if housing can replace the affordable spaces they are losing.

- Jana shared the presented plan is a proposal that is with campus leadership along with the feedback given at ARCHAC.
 - Marybeth asked if it wasn't a done deal.
 - Jana responded if seventh college isn't approved then other things don't move forward. It's a domino effect.
- Anindita asked about affordable housing if they lose Rita. In addition, she asked if Mesa Nueva rates would be lowered.
 - Jana confirmed Rita rate would be gone.
- Marybeth shared she is concerned with students being displaced. She referred to one of her students.
 - Jana confirmed no one would be displaced. She confirmed that her student would have a chance to relocate with priority. She also shared only about 30/400 people would still hold a rental agreement at the Rita at that time.
- Sven shared he started a petition and gave an overview of his points.
 - Jana responded she heard what he said and confirmed it's been expressed to leadership.
 - Sven asked how it's been received.
 - Jana responded she is not part of the process and isn't aware how it has been received.
 - Gautam asked if Jana could resend the proposal presentation.
 - Jana confirmed and shared Hemlata's task was to create a holistic plan.
 - Anupam asked if it was possible to have leadership in the next meeting.
 - Jana responded Hemlata could attend a meeting and provide an update.
 - Anupam asked how the situation could be prevented in the future. He also asked if there could be a contract affirming housing wouldn't do the same in 10 years. Lastly, he asked if they could maintain the extra revenue from coming from Rita.
 - Jana confirmed it's better to give the debt away.
- Hana asked if housing would furnish Nuevo West and Nuevo East.
 - Jana responded only Nuevo West.
- Anupam asked if rent would go down if they lose Rita.
 - Jana responded if nothing changed the rates could have gone down, but there's Nuevo East and Nuevo West to account for.
- Marybeth asked if they could look into budgeting for more than one year.
 - Jana confirmed they will look at two years.
- Erica asked if housing had a reserve.
 - Jana responded housing has insurance. If housing grossly underestimates, they have to figure out what to adjust.
- Anupam asked if there was a target increase.
 - Jana confirmed housing doesn't have a target.
 - Anindita responded they try not to go over a certain amount. Last year they noticed Coast hadn't increased. Coast did not pay as much as it should.
 - Jana responded it was raising money to cover expenses. Housing doesn't plan a particular percentage. Housing is aware there will be a 15% increase in utilities and they need to start paying interest on new buildings.
- Anindita shared she feels they are giving away a paid off building. Graduate students should pay graduate housing facilities and undergraduate students should pay undergraduate housing facilities.
 - Erica shared it's partially paid off.
- Hana asked what happened in 2010.
 - Jana shared it was mandated from UCOP.

Payment Priorities

Gautam shared a student was marked delinquent because his department hadn't paid.

- Jana shared IFIS is currently under analysis. ISIS is next on the table. The program is used by the whole campus not just housing. Currently the priority is tuition then housing. She shared that in the past students have paid their rent, but had a tuition related fee and the money went to tuition. In those cases, housing has been able to assist the student by removing the late fee. They are stuck there until the new system is implemented.
 - Malia clarified housing offers rent deferments. If students know there is an issue, they can fill out the form online and email it to housing. She clarified the processes is not optimum from a customer service point of view, but they can also look on Tritonlink for unpaid transactions.
 - Gautam asked if delinquency left a permanent mark on their record.
 - Ramona shared the process:
 - Housing gets a delinquency report
 - Staff send students reminders to give them a chance to pay
 - Staff sends out 3-day notices
 - Hana asked if it was possible to share the deferment form with her so she could send it to the graduate coordinators.
 - Housing confirmed.
 - Gautam asked if it was possible to add payment options to the FAQ.
 - Jana asked Malia if they could bring a draft to the next meeting.
 - Malia confirmed
 - Ramona shared housing could add this information to the next newsletter.
 - Anindita asked if the committee had input on the new financial program.
 - Jana confirmed the committee doesn't have input, but HDH will be sharing their input.

Appeal & By-laws

- Gautam shared, per the by-laws, appeal that don't receive 2/3 votes online (on either direction) must be presented for discussion at the next ARCHAC meeting. If 2/3 isn't met online, even with quorum, those appeals would need to be presented at the following meeting. He asked if the committee was willing to adjust the by-laws or if they wanted to keep them as is.
 - Jana would share the bylaws with everyone.
 - Gautam asked to have the by-laws added to the box.
- Discussion tabled to next meeting.

Meeting adjourned around 3:30pm. Next meeting will be on 2/5/2019 from 2-3:30pm at Barrett room.