

Board Meeting Agenda



Residence Life Professional Association

Board Summer Retreat

Tuesday, June 1st, 2021 8am PST/9am MST

1. Approval of Executive Agenda

Additional agenda item added for Truth and Reconciliation – Kamloops, recent news.

Nathan approves the agenda and additional item, Auburn seconds agenda and additional item.

2. Approval of Past Executive Minutes (May 20th, 2021)

Dillon approves the previous minutes, and Nathan seconds.

3. Leadership Society Next Steps

General consensus to remove the names from the website, but what can we do to celebrate their nomination? We need a proposal to bring to the Fall Business Meeting. AUBURN suggests we add a letter to their certificates explaining what the letter/nomination / leadership society / RLPA means. MEGHAN agrees 100%. DINI do we have an archive of previous society inductee names? Post it like a hall of fame? How can we keep this info or let our folks know who was previously nominated? DILLON likes the idea of the additional letter from the Board but also would like to see an institutional letter as well from the nominators. NATHAN agrees, something to refer back to. Can we also talk about the pin as a small appreciation gift? Would we be able to send this out in time to weave into institutional year end events? DILLON loves this idea. Maybe a fun idea to reach out to the membership for a design competition for the pin. What would we want to put on the pins? AUBURN mentions that we would need to put the organization on the pin so folks know what it's from. MEGHAN as we are doing this work, is the name still applicable "RLPA Leadership Society". Does this name still resonate? NATHAN maybe like 'Residence Star'...what is the 'leader' definition and are we being inclusive with the word 'leader'. MEGHAN if there is interest in changing the name this is our opportunity to work on it prior to FBM. NATHAN is happy to dedicate some time to work on this project. DILLON is happy to assist, especially with the letters and such. MEGHAN we could also put a call out to members. NATHAN thinks engaging members is always a good thing. NATHAN will take lead on this and engaging the members.

4. Standardized Agenda Items

Compiling standardized agenda items / agendas for FBM and AGM as well as for Board meetings. Look at cycles, what happens annually, etc. so things don't get missed. TIM yes, Dillon, Michael and I will work on this and report back at the July meeting.

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5. LEAD Website Deletion

DINI & AUBURN just met on this. The LEAD standalone website will be transitioned to the main RLPA website over the coming months and the stand-alone site will be deleted.

6. Master Planning

MEGHAN Update. The Master planning committee had their first meeting in May. Mostly an introductory meeting. Set up a Google Drive for the committee. Looking forward to next steps and working with the membership. Felt like the discussion was a good chance to take a step back as to why we are working on Master Planning. DILLON making more of an organic plan and less of an itemized list of things to check off. 'Who' are our members of the institution. A lot of demographics and a lot of different roles to see if we have been reaching out / meeting needs / etc. Really creating a 'guiding' document for the future. MEGHAN after the last Master Planning we worked on the Vision and Mission and heard from the members that we should start broadening beyond just 'Residence Life'. Really an exciting time and allows us to focus on this Master Plan with the member feedback.

7. Specialized July Incentivized Coffee/Trivia Chat

Just as a reminder in regard to the RLPA not hosting a reception at ACUHO-I ACE. Discussion about a July event connecting time/social event with a more fun chat and less a 'coffee' update. NATHAN if we are looking for a topic, is this the time to get ahead of the 'recovery' from COVID topic...what are other institutions doing...an opportunity to give our members that space to chat about recovery together? MEGHAN love this idea as well as some social time. Maybe even like a full half day / mini AGM / with break rooms to discuss this? Maybe start with the 'social' for the first hour, and then invite the members to stick around for the second half to discuss reopening. MEGHAN what would make you excited to go to this event? What questions would you ask? NATHAN there are a lot of questions about institutions needing vaccinated students. We could have break out rooms for 'Res Life' and 'Operations' but I do think that the social aspect would draw people in. DILLON intentional call out to RLC about programming activities for the fall, restrictions or not, format for the year. Could also use this as another break out room. Could also introduce new members. MIKE maybe another question could be 'anything you have learned from virtual programming that you will now use in your in-person programming'? TIM thinks that we should take these questions and send these out in advance. Makes sense to do 2 breakout rooms. Res Life and Operations. Any others? Giving folks advance notice is really important. Ideally if we can get some info out about this event/questions this/next week. Like a save the date. Is there a time that works for folks if we are looking into July? How about the afternoon of July 8th? If that works for folks? 2-4:30pm Mountain Time. PLAN FOR THIS. What do we call this event? Something like a 'Re-connecting and Planning for the fall'? TIM how do we incentivize this? NATHAN what would we have done at ACE? MEGHAN, just door prizes and something to incentivize the social event. AUBURN maybe like a buzzword

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bingo. All agree. Makes it fun and continuously engaging. DILLON we also could use kahoot for the social activity. TIM AND DILLON will work on this. Maybe prizes for kahoot AND the bingo.

8. Connecting with OACUHO

MEGHAN no updates to report on as of yet.

9. Re-Opening Plan/Activities

- NATHAN proposes the idea of a shared knowledge bank in regard to what we / and others are doing to re-open. Is there an easy way for our members to access this info once we have gathered it? How could we do this? TIM can we simplify this as a listserv survey and then we amalgamate the answers and link back to the members? MEGHAN maybe like a shared drive where members could answer on their own time and add organically? Timing here is crucial as some institutions have massive plans and other institutions might not know as of yet. If its too early we may get a lot of 'I don't know' and if its too late we wouldn't get responses as folks are in the thick of it. NATHAN could we build a network of Sr. Officers who are comfortable talking about fall? Then you could reach out to folks that have their ideas or re-opening plans? Not sure which idea above would make the most sense and be the most user friendly. AUBURN wishes we had a TEAMS style option for all folks to chat. Is there a way to get the membership to engage continuously? DILLON this is a timely conversation as our webmaster has mentioned that we could have a forum in the members area. We could also look at Google Groups for quick responses and we have more control there than our listserv. From a tech perspective what do we need to do to look into these? DILLON we could have Google Groups go live ASAP. We just need to get people signed up. Dillon would be inclined for Google Groups NOW and long-term solution is the forum on the members only portion of our website. DILLON is also not sure how long it would take our webmaster and it might come with a cost for them to do it? AUBURN and DILLON could ask the webmaster for cost and timeline for the future. NATHAN thinks any conversation to add functionality to the website is timely and we shouldn't lose it, but maybe we shouldn't rush into Google Groups as we have the July RLPA Social coming up. AUBURN agrees and also wants to focus on the RLPA website members area. DILLON adds that the webmaster also mentioned that we could additionally host a student leader forum on our site as well. All agree this is super cool. MEGHAN confirming that we are not moving forward with the Google Group at this time as we are planning the July event....but we could ask members to share re-opening links and documents from their institutions as they have them / prior to the July meeting. This could be a real value for folks.

10. Truth and Reconciliation – Kamloops – RLPA Responding

DILLON this news is horrific. Outside of this specific event, we all know this is a problem Canada wide. ALL agree. From the RLPA is there a response, a letter we send out? Anything we can do to provide information to our members on this topic, items for our Board to focus on? Thoughts?

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AUBURN a letter from the Board is appropriate and would be well received. Its also the right thing to do. All agree. MEGHAN as we are all educational institutions and places where students come to live, this connection is something we need to be aware of and makes complete sense that we should be responding from a Board level. NATHAN yes. Mindful in that email. Can we put anything actionable there? DILLON is this conversation larger than our organization? Could we collaborate with other organizations in Canada to support this as a larger entity? NATHAN is going to communicate with NWACUHO to check in. MEGHAN does like the idea of looking into collaboration. Maybe this is the time/place where we start to reach out to OACUHO and start the connection. MEGHAN maybe just sharing resources in our communication is also important as opposed to actionable items. NATHAN what could we do that is substantially valuable to members? DILLON our commitment to move forward with this in a meaningful way. MEGHAN what kind of commitments do we add to this? When will the Board have made some progress on this and decisions on next steps is important to add in the communication? This needs to go out likely today. MEGHAN has emailed to all the draft communication from the Board. Feedback was discussed. There is a date that the Board would have actionable items (in the email) to provide more information to members...near the end of July to allow our Board to meet again in July prior. This will be sent out later today.

11. Fall Business Meeting

DILLON just very high level, what should we do? Are we moving forward virtually or in person? Time between now and FBM will go very fast. MEGHAN could be optimistic to be in person. No guarantee that re-opening plans will go as planned for all institutions. Should we revisit in person or move forward with virtual? TIM wants to be in person and misses everyone BUT knows that virtual is a sure thing right now and other institutions may not even be able to travel for PD until certain dates. AUBURN knows she is next on the docket to host in person but again all institutions will want to have students back and fully re-open before hosting or being allowed to host. MEGHAN yes let's continue with the virtual plan for now. We do need to plan a time for that and put holds and save the dates for members. Meghan will be sending out the membership engagement survey in the coming weeks and mention a 'hold' for the FBM for one or two days with the idea that this could change depending on the membership engagement feedback. All agreed for a two-day hold. DILLON maybe Auburn could send a mailchimp to all members for all of our upcoming dates / events. MEGHAN if we do send a mailchimp for ALL events we may want to wait for the membership engagement feedback. What kind of date would we want for the FBM? Bylaws allow us to hold this in October as well. Looking at end of October. What kind of structure for planning? It might be nice to still try to recruit members to help with the FBM. Thoughts? NATHAN planning committee could be exciting, especially with the feedback we will get and move forward with what the members want. DILLON maybe targeted call outs would be better. All agree. Maybe we should set up a mini board meeting for those interested in planning. This can jump start us ahead of the game before move in. What opportunities make FBM committee volunteers more enticing? NATHAN just being specific on time commitment helps greatly for volunteers. Break it down to highlight specific responsibilities. What makes a group successful is having committee members with different skills

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and levels of service. We also need to really need to acknowledge our volunteers. MEGHAN last year we had put together some templates for consistent call outs for volunteers. DILLON what general topics should we see at the FBM? TESS something we could actively do as an organization to support indigenous groups in the work they are doing. DINI likes the idea of doing something more active as well. MEGHAN talks have begun at her institution about a full day workshop/exercise for prevention, educational work, etc. Could be a similar structure for us, have a speaker come in and share knowledge. Ways to reduce barriers and what that looks like. It does make sense at the FBM to spend time on reconciliation and continue work on sexual violence. Plan to use time at FBM for that. On a different note, we could also look at someone to speak on self-care...especially after speaking about heavy topics and the past year and a half of stress. TESS could we send all attendees supplies ahead of time to work on something tangible? MEGHAN yes for sure. AUBURN maybe virtual paint nights, be creative together? Helps on both the social and the self-care front. MEGHAN we would also need unstructured time. With virtual its almost ALL structured time. DILLON we also need to start planning to select a host institution for the AGM in 2022. After our initial email about our 'summer series', another separate email about save the date for FBM and planning for AGM 2022. DILLON, Kristin mentioned that UofC was willing to host prior to COVID. AUBURN, and UofL would also be willing to host an in person as they were on the list to host next? AUBURN would prefer the next FBM (2022). MEGHAN with that we will send a call out for the next institution to host the 2022 AGM. SO, we send out a call out for save the date for FBM / call out for committee members / and call out for AGM AND summer events in two weeks. Also send out the Membership Engagement in the coming weeks. We would love to send these out via mailchimp. AUBURN will make this happen. TIM Mike and Dillon will have all the standardized agenda items by then for sure.

12. Social Activity

The Board engaged in a few social activities to end the day.

Meeting adjourned at 2:25pm