

## FACILITIES POLICIES REVIEW COMMITTEE

October 4, 2007

The Facilities Policies Review Committee (FPRC) held its third meeting on October 4, 2007 at 6pm in Room 276 of the J. Wayne Reitz Union. Present were Chairman Seth Mollitt, Andy Batson, Pam Bourg, Shae Ferguson, Dennis Hamm, Ed Kellar, Lisa Kenna, Arthur Portnoy, Emma Winstead and staff members Chris Bullin and Don Gaddo.

The minutes of the September 27 meeting were approved.

Chris reviewed the current and proposed House Director Policies.

- The 1999 policy is very clear in the fact the HD must not be a student; however the statement “must be of sufficient maturity” is very subjective. The current proposed policy qualifies the maturity statement – gives more guidelines as to experience/education and adds clarity to the duties of the HD as well.
- The addition of having an annual contract is good business sense for both the HD and the Corporation. The issue of salary in the contract was discussed. It was the general feeling that salary may be deleted from the copy of the contract submitted to the OSFA. Having a standardized contract may not work since a lot of houses receive contracts from their headquarters.
- A background check protects the Corporation as well as the students. This committee will make recommendations as to who will be responsible for running the background checks and what “complete a successful criminal background check” means. The Office of Sorority and Fraternity Affairs does not have funds to do this in their current budget.
- Section IV, 3 was added to give guidelines concerning visits by friends, family or significant others. This section may be very important if the HD is single and decides to have a “live-in” significant other. The question of whether a background check should be run on “live-in” significant others was also raised.
- Section V, 4 of the proposed policy states the HD is “expected to fulfill all duties and responsibilities as specified in the annual contract and the approved job description.” This makes it easier for everyone to understand what is expected from each HD. A statement about secondary employment was also added.
- Section V, 5 the House Corporation is included in the facility management.
- Section V, 6 is an unfunded mandate for HD to attend training and meetings required by the UF. The 2-day housing training before classes began was very good and most attendees felt the second day was better than the first. OSFA is working on having training for returning HD’s and some separate training for new HD’s.

During general discussion it was noted that the housing contract for the students gives the dates the house will be closed. The HD must be there if there is more than one student in the house. The opening statement of the revised policy currently states there must be a HD for sororities and fraternities having more than 10 students. The Non-Facilities Committee is recommending the wording of the opening statement be changed to “It is the policy of the University of Florida that

all sororities and fraternities that operate a residential unit approved by the Office of Sorority & Fraternity Affairs must have a live-in advisor, hereinafter known as a House Director.”

There was a lot of discussion concerning the criminal background checks and whether there would be consistency in what was an acceptable background. A lot of the items that may come up on the check would be common sense yes or no items. It was agreed the House Corporations should run the criminal background checks on all employees who interact with students and residence and submit the results to the OFSA.

Due to schedule conflicts, there will not be a Committee meeting next week. The next meeting will be on the 18<sup>th</sup> and will be longer than an hour.

Respectfully submitted,

Pam Bourg, Secretary