

*Spaces & Experiences***KNOX RESIDENCE ADVISORY COMMITTEE (RAC)**November 17th | 9:00 - 10:15 AMCommon Room, 2nd floor, Knox Residence

Meeting Minutes

IN ATTENDANCE

Name	Role
Steve Masse	Dean of Residence and Director of Student Life
Aisalyn Templin	Administration and Communications Assistant (Secretary)
Derrick Gravener	Associate Dean, Residence Life (Chair)
Emily Anderson	Resident
Lucy Chandler	Residence Administration and Project Coordinator
Maria Sismon	Resident
Meher Jawad	Co-President, Residence Council
Michael Fernandes	Residence Life Coordinator
Ryan Hopkin	Facilities Coordinator
Yousaf Ali	Residence Don

REGRETS

Name	Role
Kevin Dancy	Director of Residence Operations
Alicia Whitfield	Manager, Residence Admissions
Alim Alarakhia	Occupancy and Admissions Coordinator
Andrea Nelson	Rooms Manager
Christopher Lechner	Co-President, Residence Council

AGENDA

- Welcome and Introductions
- Terms of Reference
- Admissions Report
- Facilities Project Updates
- Residence Council Updates
- Suggestions and Feedback

- Other business

Note: this meeting was chaired by Derrick Gravener, Associate Dean, Residence Life

WELCOME

All participants introduced themselves and participated in the icebreaker discussion topic.

A Land Acknowledgement was shared with the Committee ([see slide 2](#))

TERMS OF REFERENCE

Derrick Gravener presented an overview of the purpose of the Terms of Reference. There were no questions, and there was no discussion ([see slide 6-7](#))

ADMISSIONS REPORT

Alicia Whitfield and Alim Alarakhia were not present to provide an update on Admissions, so the details of this update will be presented at the meeting in January.

FACILITIES AND PROJECT UPDATES

Ryan Hopkins highlighted that the Wi-Fi project is the biggest undertaking at this moment. It is currently in the tendering stage. The winning contractor will create a schedule, which will then be communicated with residents. There will be disruption as they go through each resident's room. Ryan noted that noisy work will be paused during exams and other peak periods for residents. The best estimate for completion of this project is late Spring.

The security and privacy of the residents is paramount. Another project underway is updating the door locks to electronic fobs. We now have all the bathrooms on Salto, with the exception of the bathroom near the laundry room.

There is a concern related to steam heating with radiators. When you turn off the radiator, you are turning it off for everyone behind you as well. Students should refrain from turning off the valve in the radiator, so that they don't interrupt other residents. There is a knocking sound when pressure builds within the building. This happens when the heat is turned down.

Derrick drew attention to the recent occupancy of the legal department, the Office of the University Council, in the building. Staff from this department will come through the front door and enter their offices with their own keys. There will be a little more activity in the lobby; however, minimal impact is expected for residents.

Ryan highlighted recent nuisance fire alarms. This is something that the facilities team is aware of and working on.

RESIDENCE FEES

Steve Masse presented the proposed 2026-27 Draft Residence Rates ([see slide 14](#)). Following this meeting, the draft rates will be discussed by the Service Ancillary Review Group ([SARG](#)) in January before proceeding to the University Affairs Board for governance approval.

The budget and operating plan for next fiscal year is currently being developed and will be presented to residents at the RAC meeting in January. Steve indicated that residence ancillaries are self-funded and residence fees are expected to cover the vast majority of operating expenses and capital investment.

Knox Residence remains one of the most affordable dormitory-style residences on campus.

COUNCIL UPDATES

Mehar Jawad, Knox Residence Council Co-President, provided an overview of the council's recent activities, which include:

- Halloween event, pumpkin carving, and decorations
- A hangout at a nearby arcade

Upcoming events and activities include:

- An escape room activity, with discounted prices offered
- Secret Santa initiatives

There are weekly meetings every Tuesday night in the building. The Council is trying to do as much as possible before the last week of December. Mehar highlighted that they have had difficulty accessing the funds, and council members have resorted to making purchases with their own money and collecting receipts for reimbursements. Steven suggested that the best point of contact is Britney Glasgow-Osment, moving forward.

FEEDBACK & SUGGESTIONS

Mehar Jawad presented suggestions left by Christopher Lechner, Knox Residence Council Co-President, which include:

- Better soap in the bathrooms
- More durable toilet paper, the current supply is very thin
- There should be a lost & found box
- Using the fobs presents too much of a hassle
- There is a safety concern regarding cameras. A suggestion was made that the cameras be placed in the entryway

Ryan indicated that Campus Safety recently conducted an audit. He noted that hallway cameras have been an issue with respect to privacy. Ryan highlighted that some residents have used rocks to prop open the doors, which is prohibited.

Residence Don, Yousaf Ali, indicated that recently, there was an incident where a person tried to enter a resident's room. This was brought to his attention about 14 hours later, so not much could be done at that point. Yousaf was made aware of this through the Don on Call phone number.

Derrick requested clarity on lost and found items. Lucy responded that, currently, the service desk acts as the lost and found. If not collected within three months, items are typically donated to Diabetes Canada. Lucy suggested that this information be included in the upcoming newsletter.

A student commented that residents are using the shower to wash their clothing and leave it to dry. This has been noticed in the west bathroom on the second floor. Derrick suggested that we check in with the resident if we know who is responsible. They suggested alerting Michael Fernandes and the Don team so that they are aware.

Lucy indicated that there will be a Food Advisory Committee, and students are encouraged to indicate their interest in joining by the third week of November.

OTHER BUSINESS

No items were brought forward.

NEXT MEETING



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We aim to have another meeting in January and March.
