

Ideas and Friendship



GREEN COLLEGE

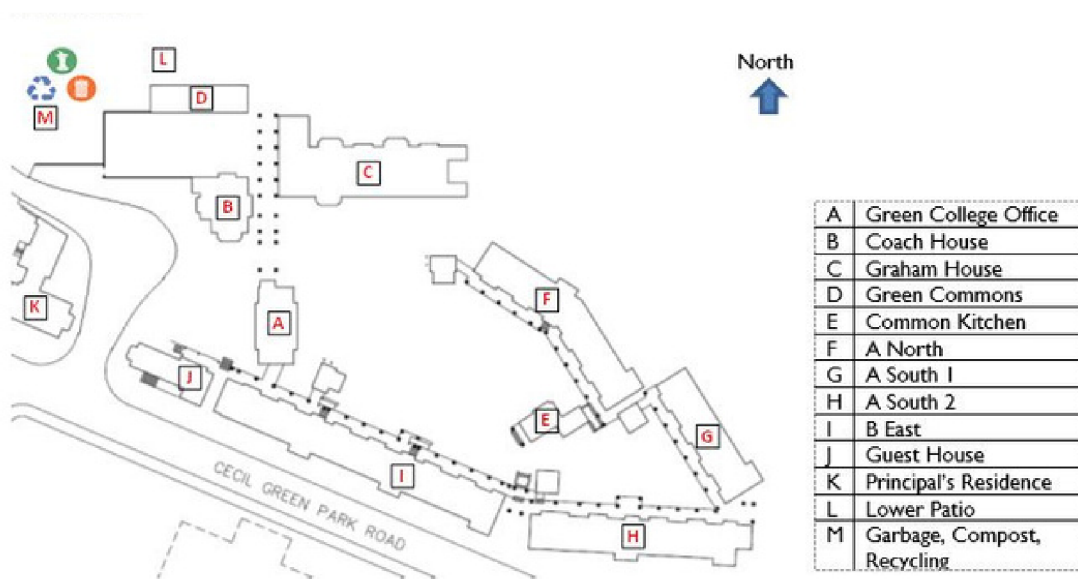
THE UNIVERSITY OF BRITISH COLUMBIA

2022-23 RESIDENT MEMBER'S HANDBOOK

LAND ACKNOWLEDGEMENT

We acknowledge that Green College and the UBC Vancouver campus are situated within the traditional, ancestral and unceded territory of the $x^w m \theta k^w \acute{a} y \acute{a} m$ (Musqueam)

AREA MAP OF GREEN COLLEGE, UBC





Your Rights and Responsibilities as a Greenie, or: *Why This Handbook and the Well-Being of Green College Are Now in Your Hands!*

As members of civil society, we all have rights and responsibilities. Resident Membership of Green College confers a few more:

As a signed-on Greenie, you have the right to enjoy an academically enriched social life and a socially enriched academic life while you are at the College. That is the promise encoded in our motto, Ideas and Friendship.

With that right goes the responsibility to play an active part in creating and sustaining the conditions that make such a lifestyle possible—every day and over the longer term—for you and every other Resident Member.

The part you have volunteered to play at Green College has many component parts. Some are quite mundane but no less essential for being so, e.g. taking your turn in cleaning the Common Kitchen, sorting your waste correctly, paying your Dining Society meal plan fees on time, turning the lights off when you are the last person to leave one of the common spaces. Others are more inspiring and potentially demanding, such as: being respectful and positive at all times with other members of the community, taking initiatives for shared activities and supporting the initiatives taken by others, being hospitable to guests of the College, participating in the discussions launched by invited speakers and panelists in the College's public programs, reaching out from the College to project its spirit and energies into communities beyond its narrow physical limits.

The College's grounds, architecture, facilities, endowments, staff, programs and policies exist primarily for the sake of the common daily life of Greenies. But the advantages represented by those extraordinary resources can only be realized each year if every Greenie plays along. There are about 100 of you. This means... another 99 Greenies are already counting on you!

This Resident Member's Handbook contains basic information on how the College works as a residential community, what you may routinely expect, and what is expected of you. Along with the Residence Contract issued by UBC's Student Housing and Community Services (SHCS) and any additional rules or guidelines announced by the College Office, this is what you have signed on to by moving in.

We are here for each other: that is the root meaning of *college*. We all volunteered for this. No-one will be coerced into being a contributing Greenie. We can only encourage each other, and now and again gently but clearly remind each other of the social contract—the rights and responsibilities—that underpins our tiny, customized version of civil society.

NB: For everyone's sake, there are also measures in place for addressing persistent or flagrant failures to respect the needs of the community. To inform and reassure yourself on that point, please read Appendix II (pp. 25-27) to the Residence Contract.

And now, as it still says in Latin in UBC's official motto, *Tuum est*—over to you!

EMERGENCY NUMBERS AND OTHER IMPORTANT CONTACTS



Emergency Call Protocol

If a crime or stranger intrusion is in progress, call 911 immediately (break-ins, assault, etc.) or if someone requires first aid or an ambulance.

Call Campus Security about suspicious persons that have not committed an offense (604-822-2222).

Then call or visit the Green College Office after calling 911 and/or Campus Security, to inform staff. If such an event occurs outside regular office hours, leave a message (604-822-8660).

The College's Office staff are people you can report matters to, should you notice something that needs attention (e.g., a damaged door, lock or other safety concern), or should you need non-emergency assistance.

Non-Emergency Numbers

Campus Security
604-822-2222

Green College Office
604-822-8660

RCMP (non-emergency)
604-224-1322

Student Housing and Community Services
604-822-6935

SHCS Exchange Residence (24hr facilities)
604-822-1181

UBC Access & Diversity
604-822-5844

Equity and Inclusion Office
604-822-6353

AMS Sexual Assault Support Centre
604-827-5180

Chaplains
604-822-0109

Counselling Services
604-822-3811

Healthlink BC (health questions)
811

Safewalk Program

Members of the AMS Safewalk program can accompany students, staff, and faculty to help them walk safely around campus at night. To arrange a Safewalk, call 604-822-5355 or approach one of the teams patrolling the campus. For more information see www.ams.ubc.ca.

Mental Health

Urgent/Crisis – suicidal thoughts, acute anxiety and agitation, etc.

Imminent Threat of harm to self or others. – threats and violence to impairment and loss of function
Imminent Threat of harm to self or others. – threats and violence to impairment and loss of function

Daytime (M-F) 8 am - 4:30 pm

Counselling Services
604-822-3811 (Brock Hall)
Call ahead if possible.
<https://students.ubc.ca/health/counselling-services>

Evenings and Weekends

Emergency Services – 911
Campus Security – 604-822-2222

Daytime (M-F) 8 am - 4:30 pm

Emergency Services – 911
Campus Security – 604-822-2222

Evenings and Weekends

Emergency Services – 911
Campus Security – 604-822-2222

Physical Health

Urgent/Crisis – illness or injury

Medical Emergency –
acute or life-threatening illness and injury

Daytime (M-F) 8 am - 4:30 pm

Student Health Services
604-822-7011 (UBC Hospital)
Call ahead if possible.
<https://students.ubc.ca/health/student-health-service>

Evenings and Weekends

Emergency Services – 911
Campus Security – 604-822-2222

Daytime (M-F) 8 am - 4:30 pm

Emergency Services – 911
Campus Security – 604-822-2222

Evenings and Weekends

Emergency Services – 911
Campus Security – 604-822-2222

Maintenance and Repairs

For urgent matters (safety and security of persons and property):

Daytime (Monday-Friday, 9-3)

Call or go to the Green College Office and see a staff member.

Weekday evenings and weekends

Call the SHCS Exchange Residence Front Desk at 604-822-1181. Identify yourself as a Green College resident and describe the issue, and their attendant will coordinate with the on-duty staff member.

For non-urgent matters, please submit a work order request through the Student Housing and Community Services (SHCS) Online Service Centre at:

<https://secure.housing.ubc.ca/>

PERSONAL SUPPORT AND GENERAL SECURITY

UNACCEPTABLE CONDUCT

INCIDENTS OF SEXUAL MISCONDUCT

Personal Support

If you are experiencing a personal, academic, financial or other concern, we encourage you to speak to a staff member. The College may have its own means to provide support for you, separate from the rest of UBC's support network. Conversations and comments will be kept confidential unless there is direct threat to your safety or the safety of your fellow residents, in which case only professional help will be informed and enlisted for aid.

Green Lanterns

Unique to our community, Green Lanterns are trained Resident Members living among you to help support you at a peer-level. They are your super peer-helpers, and are not Residence Advisors. Most residents have supports with friends, families, etc., and those are usually the primary supports. However, they're not always available or may even be part of what's troubling you. Green Lanterns are there to help, to listen, and where possible refer you to the resources that can help you.

General Security Tips

Always lock your doors and windows whenever you leave your unit, or when you are sleeping.

- Cover or put-away any valuables from view and close your window blinds when you leave your unit.
- Do not let people you do not know follow you into Graham House. If they have permission to be there they have their own key or a host.
- Never prop open a building door even if you are stepping outside for just a moment.
- Part of living in a residence community is looking out for each other. So, promptly report any suspicious incident to:

- Campus Security at 604-822-2222,
- the RCMP at 604-224-1322 (non-emergency number)
- and then report it to the Front Desk at 604-822-8660

Examples of Unacceptable Conduct

- Unwelcome, offensive conduct related to race, sex, sexual orientation or other protected grounds, such as racist or homophobic comments, unwelcome invitations, etc.
- Persisting in contacting or communicating with, or about, another individual despite having been requested to avoid such contact or communication;
- Retaliating against anyone who has expressed concern, or been involved in a complaint or raising a concern;
- Offensive behaviour that is disrespectful but doesn't refer to a protected characteristic – such as bullying, intimidating, etc.

Getting Help

If you are unsure if a comment or behaviour is disrespectful or offensive, or feel you have experienced harassment, disrespectful behaviour, or just wish to have further information, feel free to consult with the Principal, Assistant Principal or Membership Coordinator. For advice and assistance from outside the College, you may refer to the Equity and Inclusion Office, which is a confidential and impartial service at UBC, whose goal is to support a respectful and harassment-free environment at UBC.

Phone: 604-827-1773
Email: info@equity.ubc.ca

Disciplinary Sanctions

The requirements that come with the close living quarters of Green College's community, and our commitments to mutual respect, safety and a harassment-free residence for all our community members, may ultimately result in the College requiring a Resident Member or Resident Members to leave the College if concerns related to interpersonal relationships become problematic, result in harassment concerns, or jeopardize the well-being of the College community.

See also Appendix II in the Residence Contract.

Incidents of Sexual Misconduct

Policy SC17 articulates UBC's duty and commitment to support members of the UBC community who are impacted by sexual misconduct. It

- provides a central site for information, resources, and options for those affected by sexual misconduct
- creates and makes available educational resources and programs about the prevention of sexual misconduct

The Sexual Violence Prevention and Response Office (SVPRO), acts as a single point of contact and liaison for members of the UBC community who have experienced sexual misconduct.

Phone: 604-822-1588
Email: svpro.vancouver@ubc.ca

The Investigations Office conducts arms-length and impartial investigations into sexual misconduct and discrimination which are guided by the principles of fairness, respect, and a trauma-informed approach.

Phone: 604-827-2060
Email: investigations.office@ubc.ca

Policy SC17 is a comprehensive policy covering key definitions, and processes around disclosure, reporting, and anonymous and third-party allegations. Because the challenges presented by incidents of sexual misconduct can be extreme, we strongly recommend that you avail yourselves of the resources offered by SVPRO (see above), should the need ever arise. This recommendation extends to anyone with questions about what behaviours are considered to be sexual misconduct and sexualized violence.

In this context:

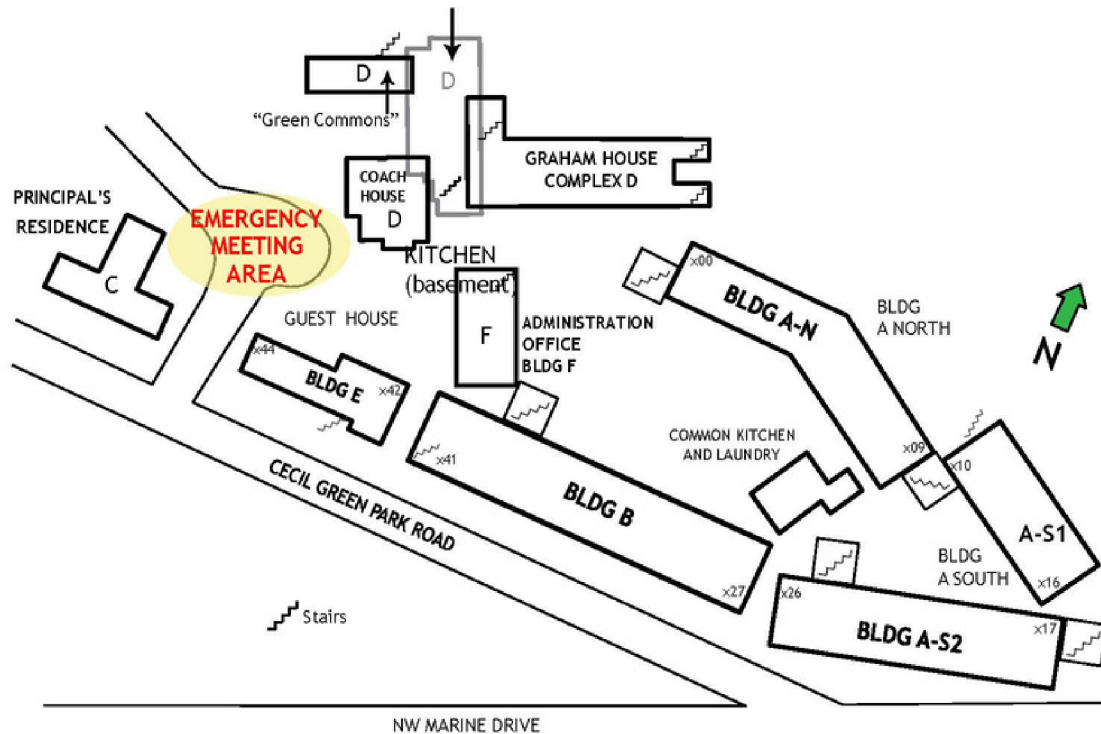
Disclose or disclosure means the sharing of information with UBC regarding any incident of sexual misconduct

Report or reporting means providing a statement of allegations to the Director of Investigations about an incident of sexual misconduct.

Sexual misconduct includes sexualized violence and refers to any sexual act or act targeting an individual's sexuality, gender identity or gender expression--whether the act is physical or psychological in nature--that is committed, threatened, or attempted against an individual without that individual's consent.

In cases where current or recent Resident Members of Green College share information with College staff about an incident of sexual misconduct (i.e. make a disclosure), they can expect the College to respond with empathy and support, and to be guided by Policy SC17 in ensuring that they have the full benefit of the resources in place at UBC.

EMERGENCY MEETING AREA



IN CASE OF EMERGENCY

1. Evacuate the building via nearest exist
2. Close the door as you exit
3. **WALK (DO NOT RUN) to the Emergency Meeting Area**
4. **Keep access and roadways clear**

For Facility Issues (URGENT ONLY)

For after-hours assistance for **urgent** facility problems that are risks to persons and property such as flooding, tree fall, and other hazards call **604-822-1181**. Identify yourself as a Green College resident and describe the issue, and their attendant will coordinate with the on-duty staff member. For all non-urgent facility matters, contact the Office on the next business day.



HANDBOOK CONTENTS

I THE GREEN COLLEGE (GC) COMMUNITY

- I Our Vision
- I Our Mission
- I Community Values
- 2 Tips for Harmonious Living
- 3 Your Resident Membership
- 3 Green College Society Membership

4 LIFE AT THE COLLEGE

- 4 Accommodations
 - 4 Inspections
 - 4 Keys
 - 4 Mail and Packages
 - 4 Parking
 - 4 Room Transfers
 - 4 Smoking and Vaping
 - 4 Storage
 - 5 Sublets
 - 5 Walkways and Fire Exits
- 5 Fees
 - 5 Fees for Rent and Meal Plan
 - 5 Absence from the College for Academic Reasons
- 5 Cleaning
 - 5 Laundry
 - 5 Lights
 - 5 Mops, Brooms and Vacuum Cleaners
 - 5 Recycling, Composting and Garbage
 - 5 Donations
- 5 Guests
 - 6 Guest Notification
 - 6 Hosting Responsibility
 - 6 Length of Stay
 - 6 Guest Meals
- 6 Communications
 - 6 The Weekly Bulletin
 - 6 The Green List
 - 6 Green Chat
 - 6 Bulletin Boards
- 6 Shared Spaces
 - 6 Common Space Rules
 - 7 The Piano and Billiard Table
 - 7 Fireplaces in Common Spaces
 - 7 Recreational Room and Reading Room

- 7 Galas, Parties and Events
 - 7 Galas
 - 7 Parties and Social Events
 - 8 Party and Social Event Rules
 - 8 Quiet Hours
 - 8 About the Neighbourhood

9 DINING

- 9 The Green College Dining Society
- 9 Organization
- 9 Resident Member Meal Plan
 - 9 Dietary Restrictions
 - 9 Community Over Meals
 - 9 Take-Away Meals
 - 9 Membership Fee Reduction
- 9 Policies
 - 10 Great Hall Meals for Guests
 - 10 The Common Kitchen
 - 10 Common Kitchen Rules

11 CONTRIBUTING

- 11 Standing Committees
 - 11 Academic Committee
 - 11 Membership Committee
 - 11 Health and Safety Committee
- 11 Resident Committees
 - 11 Arts Committee
 - 11 Sustainability Committee
 - 11 Outreach Committee
 - 11 Reading Room Committee
 - 11 Social Committee
 - 11 Movement Committee
 - 11 Green College Players
 - 11 Wellness Committee
 - 11 Pride Collective
 - 11 Intercollegiate Affairs Committee (ICA)
 - 12 Common Kitchen Committee
 - 12 Welcome Committee
 - 12 Green Lantern Selection Committee
- 12 Residents' Council
- 12 Other Ways of Contributing to Life at the College
 - 12 Lockout Attendants
 - 12 Event Assistants
 - 12 Woodcutter
 - 12 Firestarters
 - 12 Fire Wardens
- 13 Participating in College Public Programs
- 14 Waste Sorting Guide





THE GREEN COLLEGE (GC) COMMUNITY

As a community, we are all connected through our motto: "Ideas and Friendship"

Our Vision

We envision a College that exemplifies values of reciprocity, embraces interdisciplinarity and encourages and supports members' personal and community initiatives. We foster an environment that enables people to become better versions of themselves. We will engage the past, present and future members of Green College to create change in the community and the greater world.

(Understanding Community Project, 2016-2017)

Our Mission

Green College's mission is threefold:

1. To enhance student learning at UBC by sustaining a uniquely vibrant community of graduate and postdoctoral scholars that is host to cross-disciplinary academic events and programs;
2. To promote research excellence by sponsoring collaborative and innovative lecture-series that enable UBC researchers to develop partnerships with colleagues from other institutions and/or with stakeholders from other sectors;
3. To contribute to UBC's community engagement by managing those programs in such a way as to draw members of the non-academic community into the discourse of the university and to provide university researchers with direct access to wider publics.

Community Values

Formulated by previous Resident Members

The GC community is made up of a mixture of students, scholars and community members from all over the world who contribute to an environment conducive to study, and intellectual and social exchange.

As a community, we are all connected through our motto: "Ideas and Friendship." Part of having a cohesive community is building a shared set of values; our presence here represents an entry point to articulate our values and expectations of each other. We expect that these values will continue to grow and change as our community does.

Be welcoming

We strive to be a community that welcomes and supports people of all backgrounds and identities. This includes, but is not limited to members of any race, ethnicity, culture, national origin, colour, immigration status, social and economic class, educational level, sex, sexual orientation, gender identity and expression, age, size, family status, political belief, religion, and mental and physical ability.

Be considerate

We are privileged to live and interact within a shared space used by a whole community, which includes guests to the college and staff in the office, kitchen, and grounds. Much of the work that goes into maintaining this space, especially by the staff, goes unseen. It is important that we are aware of this labour and that our actions are conducive to a cooperative and respectful environment. We must support the whole community so that we can all live and work together productively.

Be respectful

We value our differences. Not all of us agree all the time; we recognize that differences can be and are strengths within our community. In order to cultivate a productive and cohesive community, it is important to remember that everyone should feel safe to express their ideas and concerns. People should also feel safe that if they choose not to share, others will not share on their behalf.

Be willing and open to unlearn

Our strength in diversity is lost when we are not open to new perspectives. Moreover, what we have learned may be harmful to equally valid perspectives and lived experiences of marginalized populations. Practice a willingness to critically evaluate knowledge claims and be open to reconsider new perspectives.

Be comfortable voicing boundaries

Individuals are not obligated nor expected to engage in, and have the right to exit, conversations or activities that they do not wish to engage with further. Acknowledge other people's boundaries and communicate our own to avoid prolonged conflict.

Be kind to others

Do not insult or put down others. Harassment and other exclusionary behaviour is unacceptable. This includes, but is not limited to:

- Violent threats or language directed against another person
- Discriminatory jokes and language
- Posting sexually explicit or violent material
- Posting (or threatening to post) other people's personally identifying information "doxing"
- Personal insults, especially those using racist or sexist terms
- Unwelcome sexual attention
- Repeated harassment of others
- Advocating for, or encouraging, any of the above behaviour

continues



Spring Gala, April 2022

Photo: Geoff Lister

Be brave

If you see or hear something that doesn't sit right with you, talk it out in a productive and meaningful way. Remember that we're different; while we need not agree on everything, we respect decisions and perspectives embodied by different people. Different viewpoints enable us to see different opportunities to understand and learn from each other.

Be engaged

Active involvement is an important part of living in this community. Community members commit to being involved through participating, supporting, and initiating various social and academic endeavours.

Be community-oriented

Community is created in our active involvement together, and conflict if left unchecked can foster an unhealthy environment for many near to it. Make use of conflict resolution supports that exist at the College (e.g., the Green Lanterns) to help prevent the escalation of disputes and contextualize the situation for the greater good.

Be friendly and patient

The community values outlined above are at the very centre of Green College culture. Patience may look like engaging in good faith with others with awareness and sensitivity that everyone's capacity is different and changes over time. It may look like inviting other Resident Members to join at the dining table or to other activities.

These community values were inspired by the Speak Up! project and the Django project.

These values are expected to change over time with input from Resident Members.

UBC Statement on Respectful Environment for Students, Faculty and Staff

Tips for Harmonious Living

1. Respect other peoples' boundaries: If someone asks you to stop your behaviour, or tells you what you're doing is unwelcome—listen openly, instead of becoming defensive, angry, retaliatory or intimidating.
2. Seek help when necessary: If you don't feel comfortable telling someone their behaviour is unwelcome or offensive, or if you've asked someone to stop a behaviour and they won't, seek help.
3. Speak up if you see bullying: join together to prevent and stop bullying, and support the person being bullied.
4. Spread the positive: Be careful with email, Facebook, text, etc.: Avoid sending email when feeling strong emotions ("in the heat of the moment").
5. Apologize: If necessary, apologize, stop the behaviour, and correct it in the future. Apologizing demonstrates strength of character, not weakness.
6. Forgive: If someone has offended you and they've apologized, give yourself time and space to reflect and forgive.
7. Avoid gossip: If you are uncomfortable with what someone has done, discuss it with them respectfully or seek help, rather than gossiping about them.



Your Resident Membership

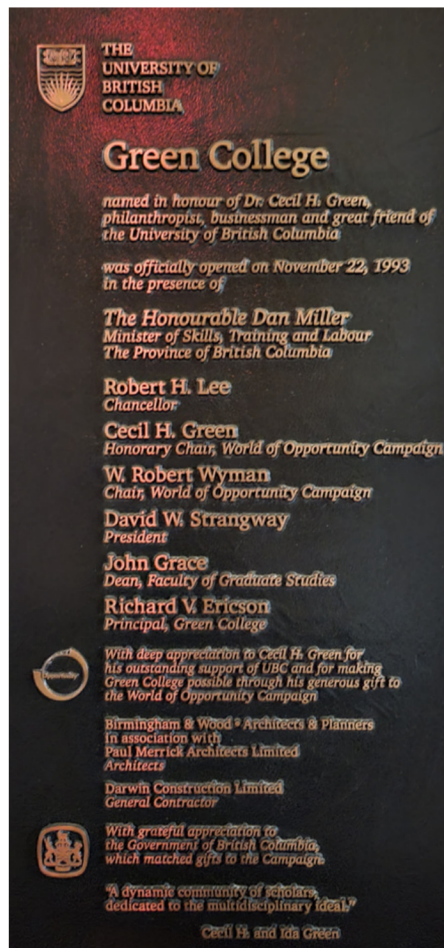
Green College is home for graduate students, postdoctoral scholars and visiting artists and academics invested in interdisciplinary learning. As a member of Green College, participation in community life is expected of you. From free public lectures, cultural events and performances, committee participation, or simply lively discussion around the dinner table, there are ample opportunities to contribute.

Your membership term determines the length of time you are eligible for residency and can be found on your membership admission letter. For each year you are eligible, a Residence Contract is offered to secure your residency.

Membership terms vary by degree. They permit a maximum of two years (rounded to the nearest Residence Contract start) for Master's degree students, three years for JD and up to four years for doctoral degree students. The maximum period of residency for Postdoctoral Scholars is two years. Membership applications that are far less than four months will not be considered.

Master's students who advance or transfer into a doctoral program at UBC may extend their membership term to a maximum of four years provided they notify the Membership Coordinator (in writing) at least two months before the end of their original contract. The College will require documentation from your department indicating this change. No graduate student may be a resident of the College for more than four years in total.

Residence Contracts are offered annually, for the period from September 1 to August 24. Renewals permit staythrough from August 24 to September 1. For details of the process for terminating a contract early, including possible penalties, see the [Residence Contract](#).



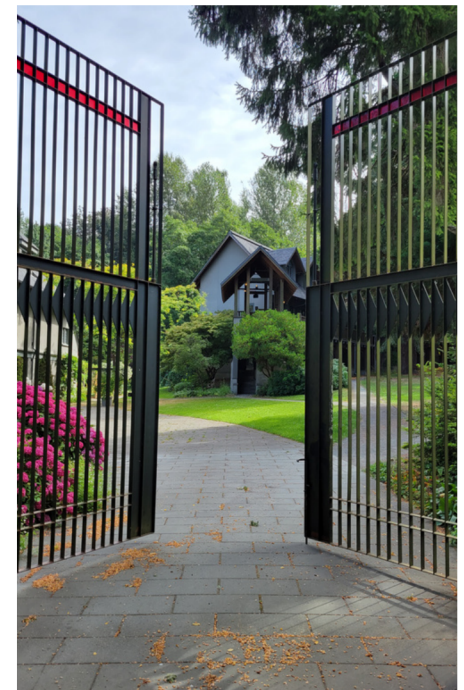
Green College Society Membership

Former Resident Members of the College are known as (GC) Society Members.

Society Members are welcome and encouraged to return to the College, whether for reunions or for regular social and academic events. Society Membership has no term limit.

The purpose of the Society is:

- To foster continuing relationships with the College by enabling past residents and others to remain involved in the community, even from a distance
- To provide a network of contacts around the world for all those closely associated with the College, including current Resident Members





LIFE AT THE COLLEGE

Accommodations

Residents are placed in one of three available accommodation types: Single Rooms, Single Room Splits and Studio Rooms. Single Rooms share a washroom with another single room; Single Room Splits share a washroom and the common living space of a two-level suite; and Studio Rooms are not shared and have their own washrooms. Studios are reserved for Visiting Faculty, Postdoctoral Scholars and partners. For more information on each room type, visit our [website](#).

Inspections

In the spring, a mid-year inspection of all common areas (bathrooms and other shared spaces) is performed by Student Housing custodial staff. You will be notified in advance when this inspection will happen. Towards the end of your Residence Contract, a courtesy inspection is given (<30 days from your departure date) to help you identify any areas in your room and shared areas that need to be addressed before checking out.

Keys

You will be issued the following keys: mailbox, suite front door, bedroom door (if you are in a split), and a common "IG-6". The "IG-6" key gives you access to:

- The Common Kitchen / Laundry
- Graham House and Coach House
- The Office front door and mailroom
- Green Commons (TV Room)

Please guard your keys carefully. If a front door key is lost, locks must be changed and you will be charged \$150 for the cost of new keys and locks; the cost of replacing a mailbox, IG-6, or bedroom key is \$25.

Locked Yourself Out?

If you lock yourself out of your room during office hours, the Office can lend you a key. If it is after office hours, please contact one of the resident lockout attendants. Names and contact information are posted on the Office front door.

Mail and Packages

Mail is distributed Monday to Friday, usually by noon each day. Small packages are placed directly in resident mailboxes. Larger packages are held in the Office, and an email notification will be sent to you. Please come promptly to the office during office hours to collect your package once you have been emailed. Note: If you are tracking your package online, it may show as delivered prior to its receipt at the College, as all packages at UBC are first received in a central mailroom before re-routing on the next business day.

If you cannot pick up your packages during office hours, with written consent you can delegate others to get packages on your behalf. To do so, send an email to gc.reception@ubc.ca and provide the name of the person and for how long they have this consent.

Please note that the Office cannot accept "Cash on Delivery" items (usually Customs and Duties charged on the package).

Parking

There are temporary (15 min) Loading Zone stalls at the College entrance. These stalls are managed and enforced by UBC Parking. Parking is not permitted inside the College gates or in the fire lane without special temporary authorization by the College.

Resident Members can purchase parking passes for nearby long-term lots. More information can be found on the parking website at www.parking.ubc.ca.

Visitors are advised to purchase parking at daily and hourly rates at either the Rose Garden Parkade or the "E" lot at the end of Cecil Green Park Road.



Room Transfers

If you would like to move to another room within the College, please discuss this with the Membership Coordinator. Applications for room transfers are made online via the Student Housing and Community Services Online Student Service Centre, and require a \$50 fee. Transfers may not be possible for a number of reasons.

Smoking and Vaping

Smoking and vaping are not permitted inside any of the residence rooms or communal buildings at any time, nor is it permitted within eight metres of any building door or air intake including windows. There are three outdoor ashtrays that can be used: behind the Coach House beside the bike racks, at the end of the breezeway between Green Commons and Graham House, and on the Lower Patio.

Storage

A single storage room for resident items is located in the basement of Graham House and can be accessed using your IG-6 key. Storage is not guaranteed to every resident nor secure from theft or damage. Storage is provided as-is for current residents only at their own risk, and is not for use by residents on leave from the College. Storage is limited to a maximum of two boxes or pieces of luggage per resident. Stored items must be clearly marked with your name and room number. The College may remove and dispose of contents not meeting these rules as it sees fit.

Coordinating the use and cleaning of in-suite storage in common areas such as the shelves outside the bathroom (grad single rooms) or under-stairs storage (split-level suites) is the responsibility of both tenants. If fees for damage or cleaning are levied, both tenants will be charged.



Sublets

Sublets are prohibited, unless specially approved by the Principal. Unauthorized occupation of your suite by anyone other than the person(s) named on the tenancy agreement is a breach of contract. That includes having friends or other Resident Members occupying your suite for a period of time while you are away. Please see the “guests” section in this handbook and clause 24 (“Assignment and unauthorized occupancy”) and Appendix III of the [Residence Contract](#) for more information.

Walkways and Fire Exits

Please keep walkways outside your residence rooms, fire exits and stairwells clear of obstructions in accordance with fire department regulations. This includes bicycles.

Fees

Green College Staff are happy to answer any questions you may have about fees, and, when appropriate, redirect you to relevant UBC unit.

Fees for Rent and Meal Plan

Information about your fees while at the College is in your Residence Contract (rent) and on the Green College website (meal plan). Fees are due on or before the first business day of every month.

Rent fees are payable directly to SHCS online through secure.housing.ubc.ca. Payment may also be made in-person at the SHCS main office located at 2205 Lower Mall, Building 6 (Marine Drive Residence).

Meal Plan fees are payable directly to the GCDS. These fees are compulsory for all members of the College and their partners. For meal plan fees and methods of payment, see the Green College website.

Late fee payments are subject to late fees. Unpaid fees (rent and/or meals) are a breach of contract and may result in eviction.

Absence from the College for Academic Reasons

To support you and your academic pursuits, Green College has a special program. Residents who need to spend time away from the College for academic or professional purposes (e.g., fieldwork, visiting archives, internship, exchange program, attendance at an institute, etc.) may apply to the Principal for rent-relief. Funding available for rent-relief is limited and there is a lifetime limit to the number of months members can be granted this support.

An announcement is made each term about this program, with applications for award occurring in the following term.

Note that while away from the College you are still required to pay fees to the Green College Dining Society.

Cleaning

Laundry

The laundry room in the Common Kitchen houses card-operated washers and dryers, an ironing board and iron for all residents to use. The washers and dryers are operated by Coinomatic.

Blank laundry cards can be purchased from and loaded in the Graham House Foyer. Laundry cards hold a maximum of \$50.

Lights

Residents are responsible for purchasing light bulbs for their desk lamp, floor lamp and bathroom wall lamp as needed. For a burned-out bathroom ceiling lamp, please submit an online work request (see Repairs, also in this section). They will dispatch a worker to replace it.

Mops, Brooms and Vacuum Cleaners

Mops and brooms are available in every bathroom or shared area. Common vacuum cleaners are available for loan in the Common Kitchen/Laundry building.

Recycling, Composting and Garbage

All garbage, compost and recycling should be placed in the large bins and dumpsters by the loading dock/backdoor of Graham House kitchen. See the area map on page 29. Please do not leave garbage, compost, and/or recycling outside your door, or it will attract vermin and other animals. Do not leave personal garbage, compost or recycling in the Common Kitchen.

Donations

Specially-marked boxes for donated items are located in the basement of Graham House, near the eastern fire exit.

Shared Bathrooms: A shared bathroom means a shared use and responsibility to keep it clean. Both roommates will be assessed any damages and cleaning expenses should the bathroom be found unacceptably dirty. We encourage you to speak freely and often with your roommate to set shared expectations on the use of the space, and to set a cleaning schedule together.

Guests

The College is your home while you are a Resident Member, and we understand that you will want to share it with people you know. From time to time, you may even encounter a Society Member returning to the College for a visit. Our guiding principle is that people who visit the College should be put at ease and not made to feel like strangers. In practice, that means they will need some guidance on how things work around here.

continues



If you invite a visitor to the College, whether it's just for an hour or two or for a period of several days, please be an attentive host. You are responsible for your guests at all times. Please note the following policies regarding guests:

Guest Notification

For all overnight guests, Resident Members are required to submit a Guest Notification form from our website. For stays greater than 7 nights, permission is required and the form will be routed for approval. www.greencollege.ubc.ca/guest-responsibility-form

Hosting Responsibility

The resident is responsible for their guests' conduct, and they must therefore be on the premises during the visit. For overnight visits, it is not possible to "loan" your room to a guest while you are away; that is effectively an unapproved sublet and a breach of the Residence Contract. If in doubt, please check with the Green College Office.

Length of Stay

As per your Residence Contract, you are permitted to have a (single) guest stay with you in your room at the College for up to seven days in a calendar month. Longer periods for guests may be permitted, but only with the Office's prior written permission. Alternative accommodation arrangements may also be possible, such as renting one of the College's Guest House rooms or an unoccupied resident room. Please discuss your needs with the Green College Office.

Having a guest puts extra pressure on your relationship with your roommate (if you share a bathroom), and may incrementally impact the lives of others at the College. It is always good practice to discuss a prospective guest with your roommate to make sure they are okay with the arrangement, and to make suitable plans regarding cleaning and use of shared spaces.

Guest Meals

Guests staying overnight at Green College are expected to participate in the community over dinner in the Great Hall. Please see section on Dining in this Handbook for information on making reservations.

Communications

The Weekly Bulletin

features important news and announcements for those living at the College, including facility shutdowns, security alerts, contract reminders and opportunities in the community. It is important that you read these updates regularly; you have been automatically subscribed to this newsletter.

The Green List

announces upcoming lectures and other academic events at Green College and hosted by our partners, and is also distributed on a weekly schedule in the regular academic year. You have been automatically subscribed to this newsletter.

Green-Chat (green-chat@lists.ubc.ca)

is an optional, informal mailing list managed by residents, and is the venue for requests and offers for help, buy and sell, and general conversation. Some residents and Society Members are on this list (but no College staff). To subscribe to green-chat, send an email to listserv@lists.ubc.ca with "subscribe green-chat" in the body of the email.

The College also has several Bulletin Boards. Our boards contain a variety of news and information about events and resources at the College and around UBC. With the exception of the resident bulletin board outside the Servery (2nd Floor, Graham House), permission to post must be obtained from the College office.

Shared Spaces

Green College has many spaces for hospitality for residents, guests and others from the wider UBC community and beyond. These spaces are not for exclusive personal use. Graham House and the Coach House are multi-purpose spaces. They serve as a cozy commons-block for residents to read, rest and relax in. But they are also an important space for staff, for hosting distinguished visitors and academics, and for business activities vital to both Green College and the GCDS.

Common space rules:

1. Resident Members are welcome to use Graham House and the Coach House any time these spaces are not booked. Signs will indicate when spaces are reserved for bookings. Members may also consult the weekly schedule posted in the Graham House foyer.
2. Do not remove tables and chairs. If you re-arrange furniture for any reason, please return the furniture to its original position. Please lift (never drag!) furniture to move it.
3. Only Resident Committee chairs may book exclusive use of spaces and audio-visual equipment at the College (e.g. for a committee or community activity). Booking requests are made by submitting an event request form on the Green College website for approval.
4. Do not prop open exterior doors.
5. Do not leave personal or shared belongings in these spaces, such as bags, laptops, kettles, etc.
6. The last person leaving a room must ensure that all windows are properly closed and the lights turned off.

The Piano and the Billiard Table

The Piano Lounge houses a Yamaha grand piano. The piano is tuned approximately four times a year, roughly coinciding with each of the Colleges Gala dinners. The Billiard Room houses a billiard table.

Piano and Billiard Table Rules:

- Respect those around you and refrain from playing if events are going on in the adjacent rooms (and first check the event listings in the Graham House foyer).
- Use your time playing responsibly and equitably; allow others to use the piano and billiard table and limit your play time in a way that ensures others can enjoy them and the adjacent spaces.
- Keep the nearby windows closed so that cold/wet drafts do not damage the equipment.
- Refrain from eating or drinking near the piano, and be mindful of your hand cleanliness when playing (and be gentle).
- Clean the keys with a soft cloth when finished playing the piano.
- Return all equipment and re-cover the piano and billiard table when you are finished playing.

Fireplaces in Common Spaces

The Coach House, Piano Lounge and Great Hall have wood-burning fireplaces. Resident Member volunteers are approved by the Green College Office for fire-lighting and woodcutting duties.

To have the fireplace lit in the Piano Lounge on a cold day, two main criteria must be met:

(1) Benefit. The use of the fireplace is generally restricted to organized events and activities where several members and/or guests would benefit from it.

(2) Responsibility. Someone must be present at all times and be clearly responsible for tending to and extinguishing the fire.

Fireplace Rules:

- Both criteria (benefit, responsibility) must be met before lighting a fire will be considered.
- The fireplace may only be lit by Green College staff member or an approved resident "Firestarter."
- During office hours, only Green College staff may authorize a fire.
- Outside those hours, a Firestarter may authorize and light a fire.

Please see the notice board by the Servery entrance for a current list of Firestarters. If there is no notice listed, or to enquire about becoming an approved Firestarter, contact the Green College Office.

Recreational Room and Reading Room

In addition to a private office for College academic guests, the small Green Commons building contains a recreational room for all Resident Members. The recreational room contains a TV, board games and couches, and is suitable for small gatherings outside your assigned accommodations.

Located in Graham House, the Reading Room is reserved exclusively for Resident Members, Society Members and College staff. Books are loaned out on the honour system, so please return them when you are finished. The newspapers and magazines in the Reading Room should remain there so that everyone will have access to them. A Resident Committee looks after the maintenance and organization of the library.

Galas, Parties and Events

Galas

The College hosts four major Gala dinner events held in each regular academic year (September through April). These College-wide events all have a different focus. The Welcome and Founders' Dinners celebrate the relationship between new and former members and supporters of Green College. The Founders' Dinner, held usually in Term 2, is the College's most formal event. The Winter and Spring Galas celebrate the relationships among residents and are end-of-term social events.

Please note that the College often hires a professional photographer to capture moments from the Galas. By attending these events, there is implied consent to the use of these photos. These photos capture the moment and spirit of the event, and may be used for promotional materials by the College.

Parties and Social Events

Green College is your home, but it's also home to 99 other people, all with different schedules, sensitivities and deadlines. Out of respect to your peers, College guests and the College as a whole, all parties and social events over the threshold of a small informal social gathering must apply for approval. Small informal social gatherings in the common kitchen, TV room, and reading room occur informally. These kinds of gatherings generally include a few friends and are a spur-of-the-moment kind of thing. Such gatherings are equivalent to what one might do in their home or apartment, having a few friends over to watch a movie or play board games and require little to no extra coordination. Larger events (including parties) are different.

continues



Larger events are generally where there is a broader invitation to all Resident Members and these have the potential to have an impact on the entire College, including not only your fellow Resident Members, but also visiting scholars and other visitors of the College. It is for this reason that Green College has developed a series of rules for the organization and running of such larger social events.

Party and social event rules:

1. Event requests must be endorsed by and coordinated through a Resident Committee via the Resident Committee Activity Request Form on the Green College website.
2. Events must ensure there is compliance with the law, fire department regulations, safety regulations and the Green College Residence Contract.
3. Event organizers and their endorsing committee chairs will be held liable for any non-compliance or violations. Green College staff may terminate the event at any time.
4. Event organizers and their endorsing committee chairs are responsible for the actions of those who come to the event.
5. Parties, a style of event, must be coordinated through the Social Committee and prepare an event plan. An event plan includes:
 - A firm start and end time, concluding before quiet hours
 - Location(s)
 - Number of people expected (e.g. impact)
 - Noise expectations and mitigating controls
 - For events with alcohol:
 - Sobriety expectations and mitigating controls to prevent overconsumption
 - Inclusive options for those who choose not to consume alcohol
 - Plan for ensuring alcohol is consumed appropriately in unlicensed (non GCDS) private areas. Members must not consume alcohol personally supplied in any licensed spaces. Under the terms of the liquor licence, the Green College Dining Society is solely responsible for the purchase, sale and serving of alcohol in licensed areas. Green Commons, Coach House, Lower Patio, Common Kitchen and residence rooms are not under license.

- A clean-up schedule and assigned volunteers for the task
- A single point of contact with contact information for the event organizer, should there be any concerns before or during the event
- A communication broadcast to invite and alert Resident Members of the upcoming party so that they can attend or make alternate arrangements (e.g. for study, etc.).

6. Parties must not:

- Have an intoxicated event organizer
- Use alcohol as the inducement to attend the event
- Offer an "open invitation" for anyone (e.g. outside the College) to attend

We trust that with the diligent application of common sense and a deep respect for others' rights to a quiet living space no parties at the College will be a problem.

Quiet Hours

The understood 'quiet hours' at the College are between 10pm and 8am. We ask that you respect your fellow residents and keep noise to a minimum during this time period, and comply with requests by members to reduce noise if they occur. Remember that many residents may be studying late and/or must be awake early for work in their labs or classrooms.



About the Neighbourhood

Next door is Cecil Green Park House (CGPH), a rentable venue that is frequently used for large weddings and commercial filming. Less often, the Museum of Anthropology (MOA) uses its outdoor spaces for paid events. These units have their own protocols and measures to keep their patrons on their property and minimize disturbance to the rest of the neighbourhood. (Koerner's Pub on Marine Drive is also known for playing loud music on its patio late into the night, but its patrons are unlikely to stray as far as the College.)

Of whatever type they may be, these activities usually involve a lot of people who may not be aware of property boundaries. This is especially true for weddings at CGPH, which are managed on behalf of Alumni UBC according to protocols that the College can only minimally influence. Arriving guests may get lost and/or not follow directions and park illegally. Partying guests may wander over to our fields and lower patio. Departing guests can be disorderly. Music, traffic noise and loud voices from wedding parties or other private social events are often audible around the College.

Movies and TV series are also frequently filmed at CGPH, bringing a steady volume of production traffic throughout the academic year and especially in Term 2, but filming on Green College premises is rare. All filming at UBC must be approved by both Campus and Community Planning and the UBC unit being used. When filming is approved here, an official notice is emailed to residents separately and/or an announcement is made via the Weekly Bulletin, specifying dates, times and any notable restrictions. Windfall revenue from filming helps fund projects or programs at the College that might not otherwise be possible.

If you have concerns about neighbourhood activities such as disorderly guests, rogue parking, excessive noise, or patrons and film crews encroaching on the College's private spaces, please call Campus Security at 604-822-2222. Or if the activity is occurring during office hours, please see one of our staff in the College Office.



Much of College life revolves around dinnertime, which is held in the Great Hall of Graham House. Communal dinners are how Resident Members become acquainted with each other and stay connected, and how they get to know other members of the College, visiting scholars, guests from elsewhere at UBC, and members of the public.

The Green College Dining Society

The Green College Dining Society (GCDS) is a non-profit member-funded society. It is legally independent from Green College / UBC. In practice, however, the GCDS is an inseparable and integral part of the experience at Green College.

The GCDS constitution states its purpose is “to oversee a food plan for the provision of meals to members of Green College.” It is also way more than that. The GCDS creates the environment for one of the best parts of living in the community – by creating community through the dining together with fellow members and invited scholars. Beyond meals to members, the GCDS provides food to other audiences including visitor meals to distinguished visitors and catering services at Green College. The GCDS also creates a platform for Resident Members to get involved in the community and provides valuable volunteer experience in running a non-profit organization.

Organization

The GCDS is run by Resident Members with support from Green College and UBC. Resident Members automatically become members of the Green College Dining Society (GCDS). Both the GCDS and Green College share the same goals of providing a convivial environment for its members and have a close working relationship.

At Annual General Meetings, the GCDS elects members to its executive, where the executive guides the operation with high-level (policy) decisions and communications between the membership and the operation by their kitchen manager. Members are encouraged to get involved. The GCDS (and your meal plan) can’t run without Resident Member participation.

The Kitchen Manager manages the kitchen operation and execution of the board’s directives. They advise the board on any issues that arise. For more information about who is currently on the GCDS Executive and for how to get involved, please visit gcdining.ca.

Resident Member Meal Plan

The membership-based meal plan is compulsory for residents. Your monthly membership fee (“meal plan”) provides five dinners and five breakfasts each week. Meals are served year-round, even if the meal falls on a statutory holiday. Meals are not served for two weeks in December, during the holiday season. Residents are responsible for sourcing meals outside of those ten meals per week and during the holiday shutdown.

Your membership fee helps keep the GCDS kitchen operating for everyone, paying for equipment and other business overheads, and provides living wages for kitchen staff to serve and support you while you and other Resident Members focus on your studies.

Dietary Restrictions

If you have any dietary restrictions, please review the dietary accommodation form on gcdining.ca and speak to the Kitchen Manager. The GCDS has limited capacity to meet special dietary requirements. Medically-supported restrictions and allergies can generally be accommodated. Note that special dietary accommodations are not diet preferences.

Community over Meals

Dining together is a central focus of the Green College community and all resident members are expected to participate in the dinner in the Dining Hall.

Please note that the kitchen operates for 50 weeks of the year, including most statutory holidays, but closes for the last two weeks of December.

Take-Away Meals

The GCDS recognizes that sometimes members cannot dine together in the Great Hall. The GCDS has developed a set of flexible dining options it uses to help members for this and more information can be found at gcdining.ca.

Please note that the GCDS cannot serve food on dishes it did not sanitize, and cannot serve food into personal containers.

Membership Fee Reduction

GCDS is a membership-based plan, and all members share both the benefits and burdens. Temporary absences from the College for travel can use the Membership Fee Reduction (MFR) program to help reduce the costs when members are away. Application forms and further details are available online.

Policies

The GCDS maintains a set of policies online at gcdining.ca. In the event of a discrepancy between text in the handbook and text on the website, the text on the website prevails.



Great Hall Meals for Guests

Guests are welcome, though for dinner please note that a reservation must be made by emailing kitchen@gcdining.ca by no later than noon the day prior. Payment can be made by e-transfer to payment@gcdining.ca once a reservation is confirmed. Alternately, adding guest meals for overnight visitors to your monthly invoice may be possible by contacting bookkeeper@gcdining.ca.



The Common Kitchen

The Common Kitchen (CK) is a community-managed space and is also central to Green College life. It is a place where residents can store, refrigerate, cook and consume food outside of the 10 meals provided by the GCDS. The CK is also a social hub of Green College, providing a relaxed environment for discussion with other residents outside of the space of the Great Hall.

The kitchen contains cooking equipment for communal use as well as some space to store your food. Food stored in the CK belongs to individual residents unless placed in the common food areas designated in the CK. The Common Kitchen Committee (see the Contribute section in this handbook) coordinates the activities and cleaning of the CK on behalf of all residents. Information about who is chairing the CK committee is posted in the CK and on the Green College website. For more information on resident-specific responsibilities in and rules for the CK, please see Appendix V.

Please note that residents who use the CK do so at their own personal risk. As in all kitchens, there is the risk of injury from things like sharp knives, hot or unclean surfaces and slippery floors.

Common Kitchen Rules

From the Common Kitchen Committee

Resident Responsibilities in the CK: The smooth use and operation of the CK relies on collaboration from all residents to clean-up after themselves and do their fair-share of assigned cleaning duties. Even with the efforts of many to keep the space safe and hygienic, maintaining safety and good housekeeping is your personal responsibility. Cooking and cleaning in a crowded space can occasionally be frustrating and difficult. Work together with a spirit of forgiveness.

All those who use the Common Kitchen are responsible for its upkeep. Please clean up any mess made while using the kitchen. Residents who use the CK participate in a rotating cleaning roster. Daily, pairs of residents are assigned to complete a specific set of cleaning and maintenance tasks. The roster is posted on the bulletin board in the CK and emailed to residents at the start of each roster cycle.

Task descriptions and a cleaning checklist are posted on the refrigerators in the CK. You may trade places with other residents if your assigned day is unavailable. Please let the committee chairs know when you are going to be away for extended periods of time, to temporarily remove you from the cleaning duties. If you never store, prepare, or eat food in the CK, you may opt out of these cleaning duties by contacting the CK Committee chairs.

All residents who use the CK are expected to wash, dry, and put away all dishes they use as well as clean all kitchen items and surfaces they use, including appliances, counter space, and table space. If you use the drying rack to dry your dishes, please remove some of the dry dishes in the drying rack first. It can be very irritating for other residents if they have to clean up someone else's mess before making their own food.

Any food stored in the CK must be labelled with your name and the date it was bought. This allows everyone to keep track of their food and allows people cleaning the CK to determine if food is expired and should be discarded. Residents may leave food for common use in one of several designated areas of the kitchen. Small amounts of food can be left on the dining table, and should be labelled as common. Common spices, liquids, and other low-use cooking materials can be left in the racks on the wall behind the stoves. Small, perishable cooking materials such as condiments should be labelled as common in the fridge by the door. All other common food may be placed in the common food cupboard beside the dishwasher. Residents should assume that all food that is not in one of these locations or not labelled as common is not being given away and should not be taken.

Please treat kitchen items with care and do not remove any of the and appliances from the CK. Using dishes to eat outside on the patio is permitted and encouraged as long as they are promptly returned.

Please return any Green College Dining Society dishes to the Servery; they do not belong in the CK! If something is broken in the CK or you think we should have something that you can't find, please let us know.



CONTRIBUTING

The College's community is lively and rewarding because it has so many members contributing. There are dozens of ways for members to get involved. Each year, Resident Members help shape the College's present and future directions, often through participation in the committees detailed below.

Standing Committees

The Standing Committees are the primary decision-making bodies for the College and are advisory to the Principal. The Standing Committees are:

Academic Committee

The Academic Committee is responsible for the College's interdisciplinary academic programming, including the appointments of the Cecil H. and Ida Green Visiting Professors.

Membership Committee

The Membership Committee is responsible for evaluating applications for resident membership and for selecting new Resident Members. The committee meets monthly, with the main business of the year falling between March and July. Members of this committee should therefore be available to review files in the spring and summer period, at least by e-mail if temporarily away.

Health and Safety Committee

The Health and Safety Committee's core duties each year are to update the fire and safety plans of the College, assign floor/fire wardens in each building, conduct the fire drill, and work on additional health and safety improvements as needed.

Resident Committees

Green College is home to many informal resident groups and committees, some of them relatively stable, others changing with the years and the interests of Resident Members. Committees form based on interest. Current Resident Committees include:

Arts Committee

The Arts Committee provides a variety of ways for people to experience and appreciate arts at the College, such as talks, musical performances, creative activities and exhibits. The Arts Committee has a history of producing "Coffee House" events to showcase member talent.

Sustainability Committee

The Sustainability Committee increases environmental awareness among Green College Resident Members and leads initiatives to decrease the environmental impact of residents. This committee also shares and coordinates a community garden with the Green College Dining Society.

Outreach Committee

The Outreach Committee is dedicated to helping the local and global community by arranging volunteer opportunities, raising awareness of social concerns and initiating fundraising events. The committee also clears and donates items that accumulate in the common Laundry area.

Reading Room Committee

The Reading Room Committee acquires and catalogues materials for the Reading Room in Graham House and TV Room in Green Commons, and is responsible for keeping the collection in order. Each year, the committee surveys residents to determine which publications to subscribe to.

Social Committee

The Social Committee organizes social events at the College, such as pub nights and seasonal parties. It also assists with the programming of major annual social events, including the Welcome Dinner, Winter Gala, and Spring Gala. Under this committee, smaller groups have formed such as Collège Vert (promoting French-themed dinners and films, and conversational French).

Movement Committee

The Movement Committee strives to provide members of the College with a variety of physical opportunities, both recreational and organized, for individuals and teams. In addition to planning sports events at the College, the committee promotes participation in external competitions such as UBC's Legacy Games and the Vancouver Sun Run. It also provides an extensive collection of sporting equipment and games to borrow, including a pair of nets that can be used for soccer and hockey.

Green College Players

The GC Players are the College's theatrical company, which puts on plays directed and acted by Resident Members, often with the involvement of GC Society Members as well. Usually the Players mount a production in the spring of each year.

Wellness Committee

The Wellness Committee is dedicated to promoting the health and well-being of Resident Members through events and activities of various kinds.

Pride Collective

The Pride Collective is a safe space and supportive community for LGBTQ+ Resident Members. The Collective also organizes queer-themed academic and social events that are open to all Greenies.

Intercollegiate Affairs Committee (IAC)

This committee was struck to encourage intercollegiate activities with St. John's College, the other graduate residential college at UBC. This committee is tasked with organizing the annual events around the Wreck-Tower Cup.

Residents' Council

Common Kitchen Committee

Members of this committee help ensure that the Common Kitchen is maintained as a safe, hygienic and convivial space. Their role includes reporting any equipment deficiencies to the GC Office and/or putting in the necessary work orders to SHCS, ordering cleaning supplies and managing the cleaning roster, ensuring that a deep clean of the CK takes place regularly, and carrying out an annual inventory of kitchen resources. The committee welcomes suggestions for improvements to the operating of the CK.

Welcome Committee

The Welcome Committee is a task force that works with Resident Members and the GC Office to coordinate the Welcome and Orientation activities that take place every September as a new cohort arrives and the College community reforms for another academic year.

Green Lantern Selection Committee

Each summer, members volunteer to participate in the search and selection of next year's Green Lanterns. Green Lanterns are the College's independent peer-level leaders who lend support to Resident Members in need. The committee is formed in spring/early summer, with the call for nominations, interviewing and selection all determined by August. The committee provides an excellent opportunity for Resident Members to experience a candidate selection and interview process.

The Residents' Council is a coordinating committee consisting of the Chair of the Social Committee, the President of the Green College Dining Society and one Resident Member from each of the College Standing Committees chosen by the resident caucuses of those committees. If there is no Postdoctoral Fellow among these ex officio appointees, one will be added through selection by the College's community of Postdoctoral Fellows. The Council may also co-opt additional members-at-large, as it sees fit. The Council appoints its own Chair or Co-Chairs. Its role is to assist with communications between the various group-activities of residents and between resident groups and the Green College Office, with respect to any and all matters of concern to residents and the Principal.

Other Ways of Contributing to Life at the College

Other opportunities for contributing to College life exist for Resident Members beyond participation on GC committees. In particular, the College needs Resident Members who will take on the following roles:

Lockout Attendants

A paid position tasked with helping Resident Members who have locked themselves out of their rooms.

Event Assistants

A paid position tasked with assisting in executing the logistics for the College's many academic events.

Woodcutter

Keepers of the College axe, this voluntary role is responsible for chopping and supplying the wood used in the College's fireplaces.

Firestarters

These voluntary positions are authorized and trained to light fires in the College's fireplaces.

Fire Wardens

Part of the College's fire safety plan, these volunteers are responsible for ushering residents to the emergency meeting area in the event of an emergency. They also stay attentive to safety hazards around the College, and report them to the office for correction.

Openings for these positions are emailed to Resident Members when they occur.

Participating in College Public Programs

The College's academic, cultural and artistic programs are meant to provide a congenial setting in which individuals with different kinds of disciplinary and professional expertise can meet and think together.

Our lectures and events are almost all held Monday through Thursday between 5 and 9 pm, that is, after work and classes for most members of the UBC community. There is almost always something interesting going on each week during the regular academic year!

Lectures, concerts and other presentations at the College are sometimes part of thematic series, sometimes one-off events. When we host academic, artistic or community visitors for these events, we try to arrange for them to stay in the College Guest House and, whenever possible, have them come for dinner in the Great Hall. A special College tradition is the **fireside chat** after dinner in the Piano Lounge, which is an opportunity for Resident Members to engage informally with visitors, irrespective of whether they were able to attend the earlier public talk or presentation. These chats, like other after-dinner events, typically begin at 8 pm and are announced to the community beforehand and again at dinner on the night.

There is also a series devoted to presentations by Resident Members, convened by Resident Members and directed primarily at an audience of fellow Resident Members. Events in this **Resident Members' Series** (or "Members' Series" for short) take place between 8 and 9 pm on Mondays in the Coach House. They are a chance for you to share your academic and other interests with the people you live with, for you to learn what they are thinking about, and for everyone to enjoy the benefits of the kind of discussion that is possible in a place like this at such times.

Additionally, the College's programs for **Visitors in Residence** bring scholars, artists, activists and others to live here for short or more extended stays. One of the attractions of the College for such visitors, who often have outstanding reputations in their fields, is the prospect of day-to-day contact and conversations with UBC graduate students and postdocs. In other words, they are at the College because people like you are.

You will be kept informed of all upcoming events and residencies through the College's newsletter and on bulletin boards. You can view all upcoming programming for the year on our website.

One more thing: As a member of Green College, you can help determine what happens here from now on. If you have ideas for visitors or events not covered by the College's existing programs, talk to the Principal in the first instance, who is always glad to receive suggestions of this kind from Resident Members (and others).



Sort it Out



Food Scraps	Recyclable Containers (clean/empty only)	Paper (clean only)	Garbage
Food waste (including bones) Used paper napkins Paper takeout packaging Wood chopsticks Used paper towels Paper coffee filters and grounds Paper coffee cups Plastic bags Cling wrap Plastic utensils Plastic food containers	Recyclable plastics #1-7 Milk cartons Juice boxes (no straw) Clear plastic packaging Aluminum cans Plain paper coffee cups and plastic lids (no sleeve) Glass containers Styrofoam takeout containers Rigid styrofoam packaging Plastic bags Ceramic mugs	Newspaper Magazines Envelopes Boxboard packages Clean cardboard Cardboard with food residue Milk cartons Coffee cups	Plastic bags Styrofoam takeout containers Straws Potato chip bags Chocolate bar or snack bar wrappers Diapers
Food Scraps	Containers	Paper	Garbage

Food Scraps	Recyclable Containers (clean/empty only)	Paper (clean only)	Garbage
<p>Cooked food waste</p> <p>Raw fruit, vegetables & grains</p> <p>Bones & egg shells</p> <p>Dairy Products</p> <p>Paper towels and napkins</p> <p>Compostable* paper plates</p> <p>Compostable* food containers</p> <p>Coffee grounds & filters</p> <p>Non-synthetic tea bags</p> <p>Plain, uncoated wood chopsticks</p> <p><small>*Food containers must be certified compostable, fibre based.</small></p> <p>Keep Out</p> <p>Plastic bags & plastic containers**</p> <p>Plastic food wrap</p> <p>Coffee cups, lids & sleeves</p> <p>Biodegradable plastic bags</p> <p>All plastic cutlery & plastic chopsticks</p> <p>Diapers</p> <p>Dog waste</p> <p><small>**Certified compostable plastic products are not acceptable in the Food Scraps bin.</small></p>	<p>Plastic #1-7 containers</p> <p>Glass bottles & jars</p> <p>Metal cans</p> <p>Coffee cups & lids</p> <p>Milk cartons</p> <p>Recyclable plastic bottles</p> <p>Recyclable cups & cutlery</p> <p>Juice boxes</p> <p>Tetra Pak containers</p> <p>Non-paint aerosol cans</p> <p><small>(empty, no toxic residues)</small></p> <p>Keep Out</p> <p>Foods & Liquids</p> <p>Plastic bags & styrofoam</p> <p>Dishes, glassware or ceramics</p> <p>Windows or mirrors</p> <p>Unstamped plastics</p>	<p>Newspapers & magazines</p> <p>Envelopes</p> <p>Computer paper</p> <p>Paper cup sleeves</p> <p>Cereal boxes</p> <p>Telephone books</p> <p>Sticky notes</p> <p>Soft cover books</p> <p>Keep Out</p> <p>Milk cartons</p> <p>Paper cups</p> <p>Used paper plates</p> <p>Dirty pizza boxes</p> <p>Soiled paper</p>	<p>Plastic bags</p> <p>Styrofoam</p> <p>Plastic wrap</p> <p>Candy bar wrappers</p> <p>Chip bags</p> <p>Non-recyclable cutlery</p> <p>Waxed paper</p> <p>Aluminum foil</p> <p>Keep Out</p> <p>Anything compostable or recyclable</p>



THE UNIVERSITY OF BRITISH COLUMBIA

UBC sustainability

