

Privacy Impact Assessment Form

PIA # and Name-**assigned by Privacy Office**

1 Key concepts

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“**personal information**” means recorded information about an identifiable individual, including,

- (a) information relating to the race, national or ethnic origin, colour, religion, age, sex, sexual orientation or marital or family status of the individual,
- (b) information relating to the education or the medical, psychiatric, psychological, criminal or employment history of the individual or information relating to financial transactions in which the individual has been involved,
- (c) any identifying number, symbol or other particular assigned to the individual,
- (d) the address, telephone number, fingerprints or blood type of the individual,
- (e) the personal opinions or views of the individual except where they relate to another individual,
- (f) correspondence sent to an institution by the individual that is implicitly or explicitly of a private or confidential nature, and replies to that correspondence that would reveal the contents of the original correspondence,
- (g) the views or opinions of another individual about the individual, and
- (h) the individual’s name where it appears with other personal information relating to the individual or where the disclosure of the name would reveal other personal information about the individual.

2 General Information

1. Name of Department, Branch and Program Area

Business Services Central

2. Name of Program or Service Representative

Christie Ray

3. When will the initiative take place? 4/3/23

4. Is this a one-time event?

Yes

No

5. Do you have an end date planned?

Yes

No

6. Describe the New Program or Service or the Change

Student survey to understand and analyze UNBC student housing demand in order to secure available provincial funding for student housing.

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7. Describe the Purposes, Goals and Objectives

Why are you doing the initiative? What need does the initiative meet?

In order to apply for provincial funding UNBC must have evidence of student housing demand and knowledge of desired type of housing / housing gaps that may exist at UNBC.

8. Describe the Governance Model

Accountability – who is ultimately accountable for the program or system

Christie Ray (and immediate supervisor Lisa Haslett, Director of Business Services)

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9. List of All Stakeholders Impacted / Involved

Stakeholder	Role
UNBC Business Services	Recipient of Report
CRI	Developing data collection tool, analysis, and reporting
UNBC students	Survey participants
UNBC communications	sending email with survey link to students
UNBC Facilities / Capital Planning	Helping with decisions on building type and specifics
UNBC VP Finance & Administration	Advising and final sign off around business case development , Ministry funding application process and capital planning
UNBC Board of Governors	Approval of plan to use resources to build new student housing, approval of submission to Ministry

10. Please add any additional comments below.

none

11. Describe any Relevant Existing Policies

none

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12. Describe any Related PIAs

none

13. Describe any Relevant contracts

Contract with CRi, Inc. to analyze UNBC student housing demand using student survey data and algorithms owned by CRi, Inc.

14. Research / Health System Use

Do you anticipate that data collected by this program / system will be used for research or health system use?

Yes

No

15. If so, please explain and provide details of data state (aggregate, de-identified, anonymized etc.)

3 Collection, Use, and Disclosure

16. What are the data or information elements involved in your initiative?

Please list all the elements of information or data that you might collect, use, store, disclose, or access as part of your initiative. If your initiative involves large quantities of information or datasets, you can list categories or other groupings of personal information in a table below or in an appendix

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FIPPA Section	Authority to Collect Personal Information
26(a)	The collection of the information is expressly authorized under an Act
26(b)	The information is collected for the purposes of law enforcement
26(c)	The information relates directly to and is necessary for a program or activity of UBC
26(e)	The information is necessary for the purposes of planning or evaluating a program or activity of UBC
26(f)	The information is necessary for the purpose of reducing the risk that an individual will be a victim of domestic violence, if domestic violence is reasonably likely to occur
26(g)	The information is collected by observation at a presentation, ceremony, performance, sports meet or similar event at which the individual voluntarily appears, and that is open to the public

Data Element	Rationale for collection, use or disclosure	Method of Collection or Disclosure	FIPPA Section
Opinions of student housing	Necessary to determine housing options in demand	survey	26(e)
Willingness to pay for housing options	Necessary to determine whether various housing options are financially viable for UNBC	survey	26(e)
Email address	Necessary to award the survey prize (incentive)	survey	26(e)
*See Appendix 1 - Survey Questions			

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3.1 Collection Notice

Personal Information is being collected under the authority of the University Act and Section 26 of BC's Freedom of Information and Protection of Privacy Act. personal information may be collected only if such collection is authorized by or under legislation, essential for operating programs or activities, or collected for law enforcement purposes.

If you are collecting personal information directly from the individual the information is about, FOIPPA requires that you provide a collection notice (except in limited circumstances).

17. Describe how personal information is to be collected

- UNBC will email a generic survey link out to all students
- Students will read an informed consent notice and choose whether or not to participate
- Survey responses are stored on QuestionPro servers in Toronto

18. Review the sample collection notice and attach the notice as an appendix.

(See Appendix C for an example)

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3.2 Use

19. Please list all users of PI including third parties

UNBC (Christie Ray)
CRi, Inc.

20. Describe how personal information is to be used

UNBC will use the PI to determine a prize winner
CRi will use PI in an aggregated way within algorithms to determine student housing demand and specifics around housing needs (housing type, preferred amenities, rent amounts willing to pay)

3.3 Disclosure

Section 26 states that A public body may disclose personal information in its custody or under its control only as permitted under section 33.1, 33.2 or 33.3. A public body may

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disclose personal information referred to in section 33 inside or outside Canada as follows:

in accordance with Part 2;

if the information or disclosure is of a type described in section 22 (4) (e), (f), (h), (i) or (j);

if the individual the information is about has identified the information and consented, in the prescribed manner, to its disclosure inside or outside Canada, as applicable.

21. To whom will you be disclosing personal information?

Provide details on the disclosure, including where and how personal information will be stored.

CRI, Inc. will have access to all data. From the QuestionPro server in Toronto, data is downloaded to a single CRI desktop computer with up-to-date anti-virus, spyware & firewall protection. It is only ever accessed by one team member and the data never leaves the CRI office.

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22. Will it be disclosed to anyone outside of Canada?

Provide details on the disclosure, including where and how personal information will be stored.

No

23. Will it be disclosed as part of Health System Use?

Provide details on the disclosure, including where and how personal information will be stored.

No

24. Will it be disclosed as part of Research / Open Data?

Provide details on the disclosure, including where and how personal information will be stored.

No

4 Storage and Location of the Personal Information

25. Is any personal information stored outside of Canada?

Yes

No

26. Describe how PI information will be stored

If you are using a cloud solution, there may be multiple cloud service providers involved in your initiative. Cloud solutions are typically considered to be made up of a 'stack' of infrastructure (IaaS), platform (PaaS) and/or software (SaaS) that might be operated by the same or different cloud service providers.

For example, Software as a Service (SaaS) providers often offer services built on infrastructure (IaaS or Infrastructure as a Service) offered by a different cloud service provider.

PI info will be stored temporarily with CRi, Inc on a single desktop computer, shared via OneDrive link with UNBC, at UNBC will be stored on the G drive (accessed possible by Christie Ray also associated Director Business Services and Executive Assistant to Director Business Services).

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27. Describe the contractual terms in place.

Here you will describe what type of contract you rely on for your initiative (if applicable). For example, you might be contracting a cloud-based service specifically for your initiative, or you might be using an enterprise offering.

UNBC contract (created through CSCM) with CRi, Inc.

28. What controls are in place to prevent unauthorized access to personal information?

[Redacted]

29. Please provide details on how you will track access to personal information.

Through standard UNBC controls.

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30. Describe the privacy risks for disclosure outside of Canada.

Use the table below to indicate the privacy risks, potential impacts, likelihood of occurrence and level of privacy risk. For each privacy risk identified, describe a privacy risk response that is proportionate to the level of risk posed.

This may include reference to measures to protect the sensitive personal information (contractual, technical, security, administrative and/or policy measures) that you outlined above.

Privacy risk	Impact to individuals	Likelihood of unauthorized collection, use, disclosure, or storage of PI (low, medium, high)	Level of privacy risk (low, medium, high)	Risk response (this may include contractual mitigations, technical controls and/or procedural and policy barriers)	Is there any outstanding risk? If yes, please describe.

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ACTIVELY INITIATIVE

5 Data Linking

In FOIPPA, “common or integrated program or activity” is strictly defined. Answer the following questions to determine whether your initiative qualifies as “a common or integrated program or activity” under the Act. If you answer “yes” to all 3 of these questions, you must comply with requirements under the Act for common or integrated programs and activities.

31. Does this initiative involve a program or activity that provides a service (or services) through a public body and at least one other public body or agency working collaboratively to provide that service?

Yes No

32. Does this initiative involve a program or activity that provides a service (or services) through a public body that is working on behalf of one or more other public bodies or agencies?

Yes No

33. The common or integrated program/activity is confirmed by written documentation that meets the requirements set out in the Regulations? (Privacy Officer will answer).

Yes No

6 Privacy and Security Safeguards

People, organizations and governments outside of your initiative should not be able to access the personal information you collect, use, store or disclose. You need to make sure that your personal information is safely secured in both physical and technical environments.

34. Does your initiative involve digital tools, databases information systems?

Yes

No

If yes, please discuss with ITS whether you also require a security and threat risk assessment

A digital tool, database or information system may leave personal information exposed or otherwise vulnerable to security threats. Security assessments are used on information systems and other digital tools to assess and document security risks, risk ratings and planned risk responses.

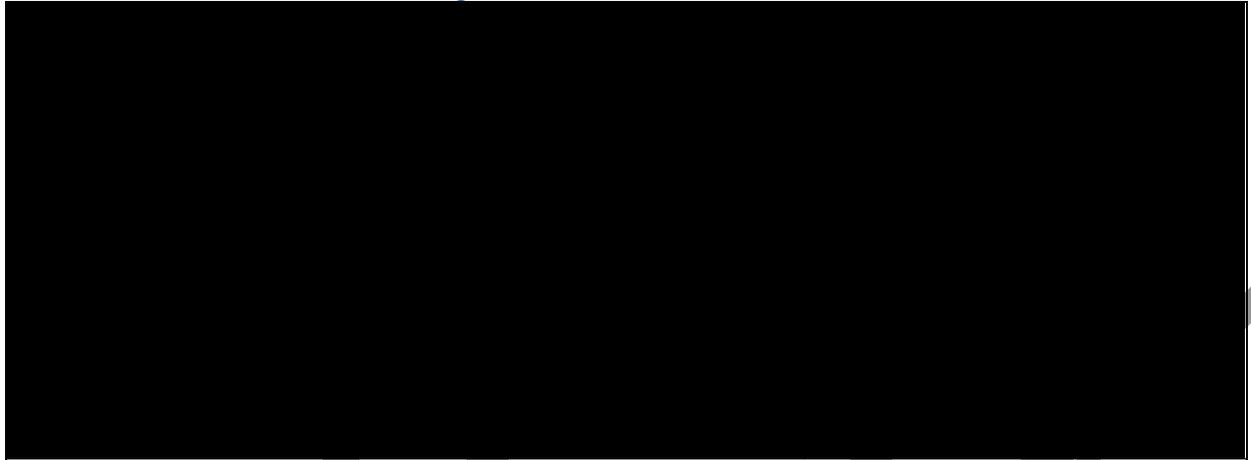
6.1 Security Safeguards

There are three broad types of security measures:

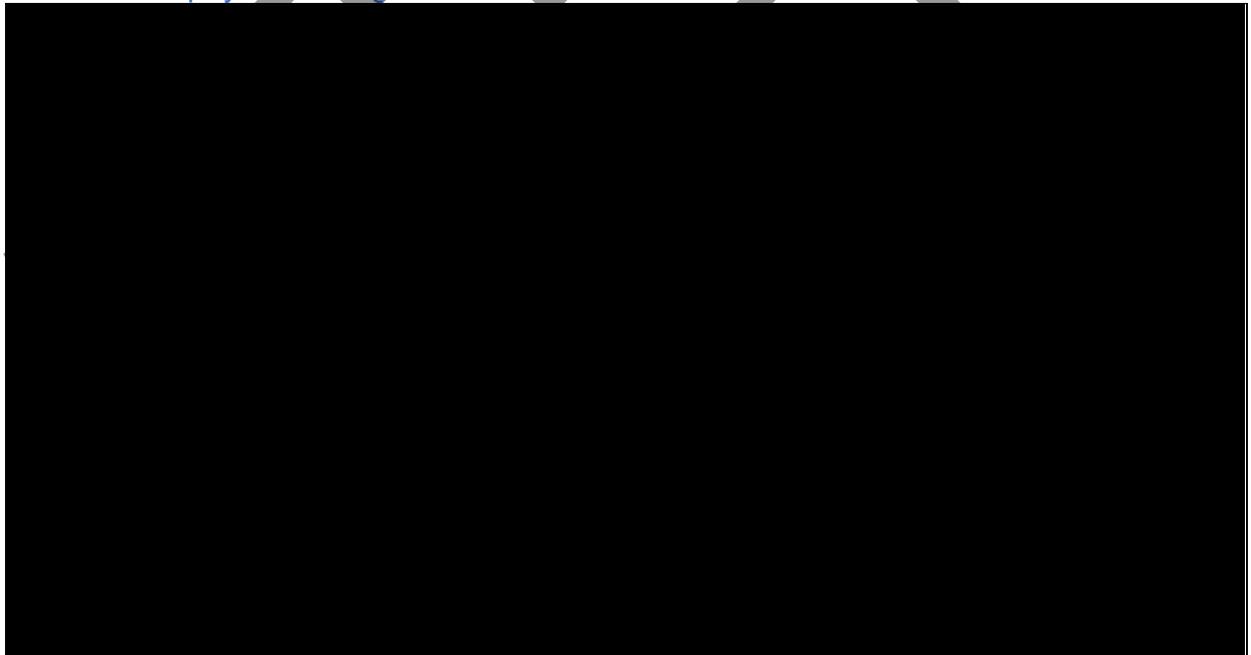
PHYSICAL	These security measures relate to the physical environment that the information is stored in; for example, whether your organization limits access to the filing cabinet or file room through select staff having a key.
TECHNICAL	Technical measures relate to your organization's hardware and software; for example, firewalls, encryption, and intrusion prevention systems.
ADMINISTRATIVE	Administrative controls are rules and processes for your employees or third parties that prevent them from inappropriately accessing, using, or disclosing your client's personal information; for example, role-based access controls, annual privacy training, employee codes of conduct, and privacy-related clauses in contracts.

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35. Describe administrative safeguards



36. Describe physical safeguards



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37. Please reach out to our CISO Office and ITS for the vendor assessments and technical requirements for IT/security threat risk assessment to fill out these sections or attach that assessment to this PIA.

7 Privacy Risk Identification and Mitigation

PRELIMINARY RISK ASSESSMENT

PROGRAM/ACTIVITY

LOWER RISK
HIGHER RISK

Your program's risk level is based on the total of all risk factors. Each risk factor either increases or decreases the overall program risk.

Involves limited personal information	Involves large amount of personal information
Does not involve sensitive personal information	Involves sensitive personal information such as financial or medical information, SIN, children's information
Context is not sensitive	Context is sensitive
Involves the personal information of a few individuals	Involves the personal information of many individuals
Does not involve personal information of vulnerable populations	Involves personal information of one or more vulnerable populations
Has a minimal impact on individuals (e.g. lower stakes)	Has a major impact on individuals (e.g. high stakes)
Is one-time or short term	Is long-term
Does not involve the additional risk factors (see additional risk factors above)	Involves one or more of the additional risk factors (see additional risk factors above)

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38. Identify any privacy risks, even very unlikely ones, associated with the initiative and the mitigation strategies that will be implemented.

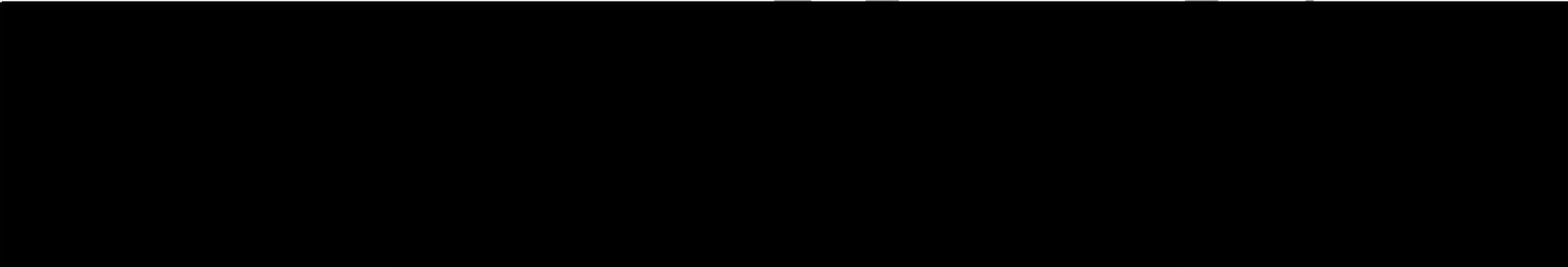
Please provide details of all such strategies. The Privacy Officer will help identify the likelihood (low, medium, or high) of this risk happening and the degree of impact it would have on individuals if it occurred.

*Risk Levels	Likelihood	Harm
Low	Little possibility that the risk will occur due to mitigating factors	Compromise would likely not result in any significant harm to the privacy, safety, or economic standing of individuals or the corporation.
Moderate	A possibility that the risk will occur if no additional measures are taken.	Compromise would likely cause some harm to the privacy, safety, or economic standing of individuals or the corporation.
High	Near certainty that the risk will occur in the future if no corrective measures are taken.	Compromise would likely cause significant and immediate harm to the privacy, safety, or economic standing of individuals or the corporation.

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RISK	MITIGATION STRATEGY	LIKELIHOOD	IMPACT
<p>EXAMPLES</p> <p>Data that is no longer needed is at risk of being breached because it is being retained in the platform longer than is necessary</p>	<p>Implement a process on the IT platform to automatically delete data once is it no longer needed</p>	<p>Moderate</p>	<p>High</p>

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ACTIVELY INITIATIVE

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If this PIA addresses a common or integrated program, UNBC must submit this PIA to the Office of the Information and Privacy Commissioner and be subject to their examination, advice, and timelines.

8 Accuracy, Correction, and Retention

39. How will you make sure that the personal information is accurate and complete?

FOIPPA section 28 states that a public body must make every reasonable effort to ensure that an individual's personal information is accurate and complete.

- Strong informed consent notification at front end of survey

40. Do you have a process in place to correct personal information?

Yes

No

41. If yes, please describe your process below?

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42. Sometimes it's not possible to correct the personal information. FOIPPA requires that you make a note on the record about the request for correction if you're not able to correct the record itself. Describe the process of how you will make a note on the record.

We will keep an Excel document tracking any requests to correct personal information, including date request made, details of incorrect information and request made to correct data.

43. If you receive a request for correction from an individual and you know you disclosed their personal information in the last year, FOIPPA requires you to notify the other public body or third-party recipient of the request for correction. How will you ensure that you conduct these notifications when necessary?

These notifications will not be necessary as the only personal information inaccuracy that would significantly affect potential outcome is email address as related to opportunity to win the prize.

44. Do you use personal information in your initiative to make a decision about an individual?

Examples of using personal information to make decisions include but are not limited to:

- Using a person's date of birth or income to decide whether a person qualifies for a benefit
- Using a person's employment history to decide whether they can move forward in a job competition

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- Using a person's health information to decide the level and type of care they receive

Yes No

45. If yes, do you have an approved information schedule in place related to personal information used to make decisions?

Yes No

46. If yes, please include your approved information schedule here.

47. If you answered no, describe how you will ensure the information will be kept for a minimum of one year after it's used to make a decision that directly affects an individual.

PI will be kept by UNBC for one year and then destroyed. This will be completed using an Outlook Task Function reminder within the secure UNBC Microsoft account of the project contact, Christie Ray.

9 Personal Information Banks

A personal information bank is a collection of personal information that is organized or searchable by the name of the individual or an identifying number, symbol or other identifier. A personal information bank can be a simple list of personal information. Personal information banks contain personal information that is:

- Linked to an identifiable individual
- Organized and capable of being retrieved by a personal identifier
- Normally compiled for a single purpose

48. Will your initiative result in a personal information bank?

Yes

No

If yes, answer the following questions, if "No" please proceed to the next section?

9.1 Description of personal information bank.

49. Name:

50. Location:

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51. Description:

[Empty text box for description]

52. Authority:

This personal information is begin collected under the authority of the University Act and section 26 (a), (c), and (e) of the Freedom of Information and Protection of Privacy Act (FOIPPA).

[Empty text box for authority]

53. Purpose:

[Empty text box for purpose]

54. Category of Users:

[Empty text box for category of users]

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9.2 Method of De-identification/Anonymization/Aggregation for Personal Information

55. Please explain how Personal Information will be de-identified or anonymized and by whom?

[Empty response box for question 55]

9.3 Audits

56. What does the audit log track? How detailed is the data (e.g., date stamps, time stamps, access control number, IP address, etc.)? Does the audit log include the purpose of an access?

[Empty response box for question 56]

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57. Are the audit logs immutable?

[Empty response box for question 57]

58. Who reads the audit logs, and how long are they kept?

[Empty response box for question 58]

59. Who is responsible for oversight of user access?

[Empty response box for question 59]

60. Is there a separation of responsibility between those who supervise administration of the system, or security of the system, and those who verify the audit logs (e.g., does the auditor in the organization have a role, or is it the security department?)

[Empty response box for question 60]

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61. Is the system responsive or passive? For instance, is it possible to put a monitor on particular individuals (e.g., in a hospital setting, if a celebrity is admitted as a patient, etc.)? Will access produce an immediate response and not just a log entry for review months later?

Empty response box for question 61.

62. Will those found to abuse access privileges be sanctioned in a meaningful (and visible) way?

Empty response box for question 62.

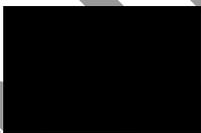
10 Conclusions and Approvals

Once the PIA has been approved with or without conditions, the Privacy Officer will collect signatures from the individuals provided below. A copy of the PIA will be distributed to all signatories for convenience or to attach to a requisition or file with a contract.

Name of Individual leading the Program/Project: Christie Ray

Position:
Senior Advisor Business Development, Business Services

I confirm the information management practices in this initiative have been documented as accurately as I am aware and I commit to communicating appropriate information management practices to all individuals participating in this initiative as appropriate. I commit to following the documented practices on this PIA, or arranging a PIA amendment if I am aware information management practices in this initiative change.

Signature: 

Date: April 3, 2023

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Name of Director or Dean Overseeing the Program/Project:

Lisa Haslett, Director Business Services & Continuing Studies

I am accountable for overseeing my staff involved in this initiative to ensure they adhere to information management practices presented in this PIA. I will arrange for the project lead named above to contact the Privacy Officer to arrange a PIA amendment if required.

Signature: _____

Date: April 3, 2023

Name of Chief Information Security Officer Dave Kubert

I confirm that this initiative to the best of my knowledge as written in the above sections, has information management practices that satisfactorily comply with the information security standards of the University of Northern British Columbia.

Signature: _____

Date: _____

Name of Privacy Officer: Rahim Somani

Position: Vice President of Finance and Administration

I confirm that this initiative to the best of my knowledge as written in the above sections, has information management practices that comply with British Columbia's Freedom of Information and Access to Information Act and the Privacy Act.

Signature: _____

Date: April 5, 2023

ACTIVE
INITIATIVE

13 APPENDIX A PRIVACY NOTICE

WHY ARE WE DOING THIS?

The University of Northern British Columbia ([UNBC](#)) is working with [CRI](#) consulting to better understand student opinions regarding the demand for student housing.

If you agree to participate in the survey, CRI, on behalf of UNBC, will collect and analyze all responses to identify trends on student opinion regarding the demand for student housing. Your individual responses will not be shared. UNBC will be survey responses for one year after collection; afterwards, we will securely delete the data.

WHAT TO DO IF YOU HAVE QUESTIONS?

This information is being collected by UNBC under section 26(c) of the Freedom of Information and Protection of Privacy Act of BC. If you have any questions about the collection of this personal information, please contact: christie.ray@unbc.ca

By clicking on "accept", you indicate you have read, understand, and agree to the privacy statement.

ACTIVE
INITIATIVE

Start page

WHY ARE WE DOING THIS?

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WHAT TO DO IF YOU HAVE QUESTIONS?

This information is being collected by UNBC under section 26(c) of the Freedom of Information and Protection of Privacy Act of BC. If you have any questions about the collection of this personal information, please contact:

Accept -> to survey
Decline -> termination page

- Prince George
- Terrace
- Fort St John
- Quesnel

compound branching re: dining hall -- but how about Q8 dining plans

2. What is your current class level?

- First year
- Second year
- Third year
- Fourth + year
- Graduate or Professional Student
- Other (non-degree, certificate, etc.)

2a. What is your current enrollment status?

- Full-time student
- Part-time student
- Other (non-credit)

Branching

Do you currently live on campus in a university residence?

- Yes -> Goes to On Campus
- No -> Goes to Off Campus

Housing information: on-campus

1. In the statements below please rate your satisfaction with your experience living in residence at UNBC.

I really like living in a 4-bedroom suite and sharing space with three roommates.

UNBC's focus on environmental sustainability is very important to me.
 The bicycle security and storage at my residence fits what I need.
 There is adequate parking for my needs while I'm living in residence.
 UNBC's residential meal plan suits my needs and lifestyle.
 There is space and opportunity in residence to get together in groups, share food, celebrate, etc.
 The study spaces in residence meet my needs.
 The common room in my residence is an appealing space to get together and enjoy with people.
 The furniture provided in the common rooms and residences is comfortable.

UNBC residences "cover all the bases" when it comes to commitment to environmental sustainability-

- Strongly agree
- Agree
- Neutral
- Disagree
- Strongly disagree

Removed line about sustainability

2. From the list below, please select the statement that best describes your intentions for staying in a university accommodation on campus

- Branching**
- I intend to stay on campus as long as I can. -> goes to QOff5
 - I don't intend to live in university residence next year even though I will be continuing my studies at UNBC. -> Goes to QOff5
 - I won't be in university residence next year because I will have completed my studies at UNBC or I will be studying elsewhere. -> Goes to Q7

Skip them over question about on-campus

3. Please select all the reasons (minimum 3) for why you intend to move out of your current on-campus student accommodation

- Too expensive.
- Now that I know my way around, I'd like to live off campus.
- Prefer more quiet with fewer people around all the time.
- All my friends are moving off campus.
- I believe I will do better academically.
- I didn't want to have to buy a meal plan.
- There are too many rules and regulations on campus.
- I wanted to live with family or friends who are not UNBC students.
- I am a mature student and have no interest in living in residence
- I want to live with my partner or spouse



Removed
 Don't like the social environment.
 Unhappy with quality of maintenance or with the facilities.
 I'm not able to get into learning living community of my choice.
 I want to live alone.
 Living off campus better suits my cultural preferences.
 I found other accommodation where I didn't have to pay rent.
 My parents thought I would do better academically if I had my own room off campus.

3a. From the reasons selected in the previous question, please rank in order of importance -- with #1 as most important -- your top three reasons for why you intend to move out of your current student housing.

- Reason not on campus - Rank 1
- Reason not on campus - Rank 2
- Reason not on campus - Rank 3

- Ranking - Top 3**
- Too expensive.
 - Now that I know my way around, I'd like to live off campus.
 - Prefer more quiet with fewer people around all the time.
 - All my friends are moving off campus.
 - I believe I will do better academically.
 - I didn't want to have to buy a meal plan.
 - There are too many rules and regulations on campus.

I wanted to live with family or friends who are not UNBC
fairly mature student and have no interest in living in
residence
I want to live with my partner or spouse

END OF ON-CAMPUS QUESTIONS - THIS PAGE SKIPS TO Q6 IN MAIN SURVEY

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Housing information: off-campus

1. Did you ever live in UNBC's residences while you were a student at the university?

- Yes
- No

3b. Please select all the reasons (minimum 3) for why you don't currently live in student housing.

- Too expensive.
- Now that I know my way around, I'd like to live off campus.
- Prefer more quiet with fewer people around all the time.
- All my friends are moving off campus.
- I believe I will do better academically.
- I didn't want to have to buy a meal plan.
- There are too many rules and regulations on campus.
- I wanted to live with family or friends who are not UNBC students.
- I am a mature student and have no interest in living in residence.
- I want to live with my partner or spouse.

CHECKBOXES

Removed (Same as On-Campus Q5)
Don't like the social environment.
Unhappy with quality of maintenance or with the facilities.
I'm not able to get into learning living community of my choice.
I want to live alone.
Living off campus better suits my cultural preferences.
I found other accommodation where I didn't have to pay rent.
My parents thought I would do better academically if I had my own room off campus.

Selections made in Q3b displayed as ranking question

1b. From the reasons selected in the previous question, please rank in order of importance -- with #1 as most important -- your top three reasons for why you don't currently live in student housing.

- Reason not on campus - Rank 1
- Reason not on campus - Rank 2
- Reason not on campus - Rank 3

Ranking - Top 3

- Too expensive.
- Now that I know my way around, I'd like to live off campus.
- Prefer more quiet with fewer people around all the time.
- All my friends are moving off campus.
- I believe I will do better academically.
- I didn't want to have to buy a meal plan.
- There are too many rules and regulations on campus.
- I wanted to live with family or friends who are not UNBC
fairly mature student and have no interest in living in
residence
- I want to live with my partner or spouse.

Page007

2. Please select the statement that best describes your household size and situation while you are attending university.

- Living alone
- Living with parents/guardians/extended family
- Living with one roommate
- Living with two roommates
- Living with more than two roommates
- Living with partner or spouse but no children

Living with partner or spouse and one or more children
Living as a single parent

2a. Please select the statement that best describes your current situation.

Branching
I own and live in my own home
I live at home with my parents/guardians/extended family (aunt, uncle, brother, etc.) & pay rent
I rent my own space and live alone.
I share the rent with one other adult.
I share the rent with two other adults.
I share the rent with three or more other adults.

. skips to last page or terminate?

2b. To better understand the local rental landscape, please tell us whether you signed a legal rental agreement or if your rental is based on verbal/handshake agreement.

Note: this is a confidential survey and your responses will not (and cannot) be traced back to you or where you live.

I signed a residential tenancy or rental agreement
I signed a residential tenancy or rental agreement but the unit I live in is not considered a "legal" suite in BC
Handshake or verbal agreement
I live with parents/guardians/extended family and do not pay rent
Other (please specify)

This option only visible to people where Q2= they live at home with family/guardians

2c. Have you lived in your current student accommodations for more than one year?

Branching
Yes goes to Q2d
No goes to Q3

hide/show: displays if Q2dOff = Yes

2d. Did you have a rent increase when you renewed your rental agreement?

Branching
Yes -> Q2e
No

hide/show: displays if Q2eOff = Yes

2e. Approximately how much was the increase over the previous year's rent?

5% or less
6% to 10%
More than 11%

3. From the statements below please indicate your total monthly share (the amount you individually pay per month) for your rent and your basic utilities (such as heat, water and electricity).

Branching
I pay nothing. -> skips to Q4
I pay less than \$300 per month for rent and utilities

I pay \$301 to \$400 per month for rent and utilities.
I pay \$401 to \$500 per month for rent and utilities.
I pay \$501 to \$600 per month for rent and utilities.
I pay \$601 to \$700 per month for rent and utilities.
I pay \$701 to \$800 per month for rent and utilities.
I pay \$801 to \$900 per month for rent and utilities.
I pay \$901 to \$1,000 per month for rent and utilities.
I pay \$1,001 to \$1,100 per month for rent and utilities.
I pay \$1,101 to \$1,200 per month for rent and utilities.
I pay \$1,201 to \$1,300 per month for rent and utilities.
I pay \$1,301 to \$1,400 per month for rent and utilities.
I don't know -> skips to Q4

Displays if options 2-13 are selected in Q3

3a. Please tell us whether or not you pay for the possible expenses listed below, over and above what you pay for your monthly rent, electricity, water and heat

- Telephone
- Internet access
- Parking
- Bicycle storage
- General storage
- Laundry
- Exercise facility
- Transportation
- Access to a swimming pool in my building
- Dedicated study space
- Sauna

I currently pay less than \$25 per month for this
I currently pay between \$26 and \$50 per month for this
I currently pay between \$51 and \$75 per month for this
I currently pay more than \$75 per month for this
I have this/use this but don't pay more
I don't have this but would like to have it.
I don't have this and am not interested.

Removed
 Light housekeeping (once per week or every two weeks)
 Cable TV
 Lounge/TV/ games room

Page009

4. Please tell us the form of transportation you use most often to get to campus.

I walk.
I ride my bike.
I take public transit.
I get a ride from a family member, friend or other UNBC student.
I drive my own car to UNBC.

4a. Please tell us your average one-way travel time using your most frequent form of transportation from where you live to UNBC's campus

Less than 15 minutes
Between 15 and 30 minutes
Between 30 and 60 minutes
More than 60 minutes

5. From the list below, please select the statement that best describes your intentions for continuing to live off campus

Branching
I intend to move into the university residences next year. -> Q1b 5a
I would move into university residences if the right combination of rent rate and unit were available. ->Q1b 5a

I intend to live off campus for the rest of my studies. --> Q6

Other (please specify) -> Q6

Other (please specify)

Page010

5a. Please select all the reasons (minimum 3) for why you would move into student accommodations/housing while at UNBC

- To be closer to classes and academic resources like labs and the Library
- Quiet environment for studying
- To take more advantage of the UNBC experience
- Safety and security (24/7 security, controlled access, on-call staff, emergency response)
- Convenience of being on campus
- Events and social activities
- Having roommates
- Value for money
- I will do better academically



Removed

- My best friends live on campus and I want to join them
- Residential meal plan
- Support from resident associates and residence advisors

Close to the dining hall

Displays only if Q1= Prince George Campus

Nothing

EXCLUSIVE CHOICE, SKIPS OVER RANKING

5b. From the reasons selected in the previous question, please rank in order of importance -- with #1 as most important -- your top three reasons for why you would move into student accommodations while at UNBC

- Rank 1
- Rank 2
- Rank 3

Ranking - Top 3

- To be closer to classes and academic resources like labs and the Library
- Quiet environment for studying
- To take more advantage of the UNBC experience
- Safety and security (24/7 security, controlled access, on-call staff, emergency response)
- Convenience of being on campus
- Residential meal plan
- Events and social activities
- Having roommates
- Value for money
- I will do better academically

5c. Did we miss anything? Please tell us if there are reasons not listed above for why you would want to move into UNBC Student Housing

NEW

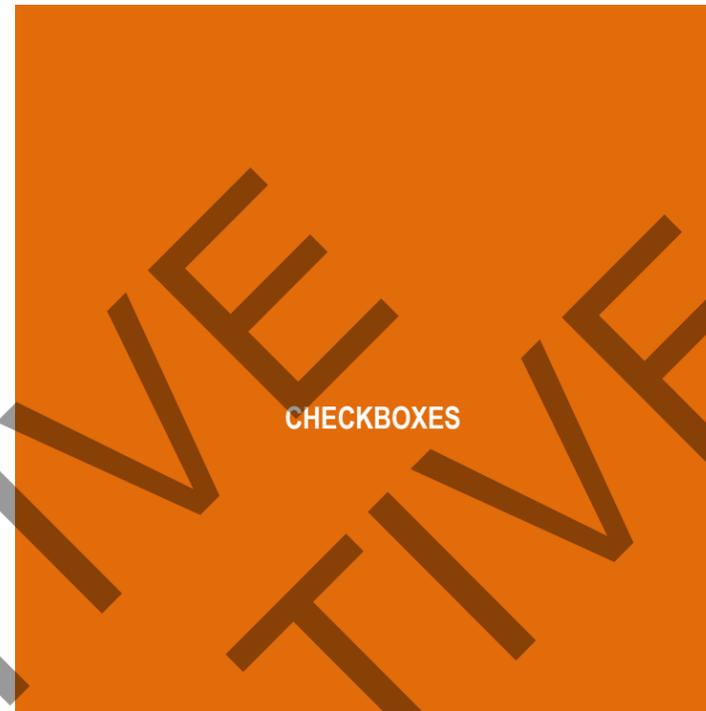
6. Overall, how would you rate the living accommodations you now occupy while you are attending UNBC University?

- Excellent
- Good
- Average
- Fair
- Poor

7. Please select a minimum of the three most important attributes or amenities you would want in your living accommodations whether you currently have them or not.

Note: it is assumed that this ideal place to live already has high speed Internet and kitchen facilities in
Exercise room

- In-house laundry facilities
- Entrance pass-card security (swipe card)
- Parking space for my own vehicle
- Bi-weekly or monthly light housekeeping (cleaning your space, vacuuming,)
- TV room or lounge
- Already furnished room
- A common space for gathering and celebration
- Nearby Dining hall/facility
- Study rooms
- Air conditioning.
- Storage
- Elevator if more than 3 floors
- Secure bicycle parking



- Removed
- Entrance lobby
- Security desk staffed 24 hours a day at building entrance
- Common spaces for working in groups
- Specialty rooms - music, prayer, group space, etc.

Extracted from selections made in Q7

7a. From what you selected in the previous question, please rank in order of importance -- with #1 as most important -- your top 3 most important attributes or amenities, even if you don't currently have them in your living accommodations

- Rank 1
- Rank 2
- Rank 3

RANKING - TOP 3	
Rank 1	Exercise room
Rank 2	In-house laundry facilities
Rank 3	Entrance pass-card security (swipe card)
	Parking space for my own vehicle
	Bi-weekly or monthly light housekeeping (cleaning your space, TV room or lounge
	Already furnished room
	A common space for gathering and celebration
	Nearby Dining hall/facility
	Study rooms
	Air conditioning.
	Storage
	Elevator if more than 3 floors
	Secure bicycle parking

Meal plan

visible to all campuses or Prince George only?

8. Please select the statement that best describes your attitude toward buying a meal plan (access to an all-you-care-to-eat dining hall with numerous food options) if you live(d) on campus.

- I would definitely buy a meal plan.
- I would consider buying a meal plan depending on price.
- I would only buy a meal plan if I had to in order to live in a residence.
- I would prefer a partial meal plan (fewer than 5 meals a day) to give me some flexibility.

I would not live in residence if it meant I was required to buy a meal plan. SHOULD THIS STILL BE AN OPTION, tying it to living in res?

This question displays only if options 1-4 were selected in Q11

8a. From this list of potential meal plan options, please select the plan that would best fit your needs if you lived in residence at UNBC.

- 7 day** - \$2,865 per semester, added to Housing fees if you live on campus. Includes 5 guest passes and \$150 dining dollars
- 5 day** - \$2,055.00 per semester, added to housing fees if you live on campus. includes 5 guest passes and \$150 dining dollars
- 10-meal Deal** - \$105.75 + tax. **Any 10 meals at the Agora Dining Hall.** Ideal for those who want to dine on campus once per week and save money! Valid for two years. Save \$6.15 over the drop in rate.
- 20-meal Deal** - Cost: \$201.50 + tax. **Any 20 meals at the Agora Dining Hall.** Ideal for those who want to dine on campus 1-2 times per week and save money! Valid for two years. Save \$17.82 over the drop in rate.
- 30-meal Deal** - Cost: \$431.51 + tax. **Any 30 meals at the Agora Dining Hall.** Ideal for those who want to dine on campus 3 to 4 times per week. Valid for two years. Save up to \$58.19 over the drop in rate.

I would not buy any of these meal plans.

original text: I would not live in residence if it meant I was required to buy a meal plan.

COMPOUND BRANCHING FOR GRAD STUDENTS BASED ON RESPONSE TO Q2

Compound logic based on response to Q1 means we can delete this question and skip undergrad respondents to the next section

Graduate Studies

Branching

Display if student self-IDs as graduate student

9. Please rate your agreement with the following statements pertaining to the unique needs of graduate and professional students.

It is very important that I only live with other graduate or professional students.

Close proximity to campus is essential to me.

It is important that I have a private apartment.

It is important that I have a space to study outside of my residence room.

It is important that I have a roommate but live in a private bedroom.

It is very important to me that my partner is able to share my residence accommodations whether or not he/she is a student at UNBC.

I would be very happy to have faculty members or visiting lecturers living in my residence.

- I'd pay a lot more for this
- I'd pay a little more for this
- I'd like this but I wouldn't pay more for it
- I wouldn't like this
- I don't care

International Students

Branching

10. Are you an international student? Response require

- Yes -> 13a
- No -> skips to Indigenous section
- Prefer not to answer

This question displays only if options Yes was selected in Q13

10a. Select the statement that best applies to your preference for the mix of students you would like to live with.

- I prefer to live with a mix of other international students.
- I prefer to live with students from my own country.
- I prefer to live with a mix of students from Canada and other countries.
- I prefer to live on my own.

Displays if Q13=No

10b. Do you self-identify as an Indigenous person? (This will provide supplementary information to assist the continuous learning of how to make on-campus student housing a safe, welcoming and inclusive/respectful environment for Indigenous students)

Branching

- Yes
- No -> skip to next section
- Prefer not to answer -> skip to next section

10b1nd. Which option(s) from the list below best applies to you? Please select all that apply.

- First Nations
- Métis
- Inuit
- Would rather not specify
- Other (please specify):

<- same as prefer not to say?

10c. If there was additional student housing on-campus, please tell us how important these supports

would be for continuing and creating places where Indigenous students and others interested in experiencing Indigenous culture can come together and share.

Opportunities to connect with other Indigenous students and local Indigenous communities.

Traditional welcome, smudging and other ceremonies connected to being on campus.

A place where Indigenous students can prepare, share and store traditional foods.

Student accommodations that allowed my partner and/or my children to live with me while I am studying at UNBC.

A room where Indigenous students can meet an Elder one-on-one or in small groups.

The availability of an Elder to live on campus or visit students living on campus.

Traditional foods in the cafeterias or other on-campus food outlets.

Academic/cultural support by Indigenous mentors/advisors.

Housing where visiting family members can stay on campus.

Seeing more Indigenous names, culturally relevant architecture, places and artwork in on-campus student housing.

The opportunity to live with other Indigenous students in a dedicated community.

Access to programs that support my healing work, growth and understanding around the impacts of intergenerational trauma.

- Not at all important
- Not very important
- Neutral
- Important
- Very important

Part IV: Interest in family housing

Branching

11. Are you studying at UNBC as a member of a family? Family can be defined as you living with one or more dependents, you living with your partner, or you living with your partner and one or more dependents.

- Yes
- No -> skips to Q12

11a. UNBC would like to better understand your interest in living in accommodations that specifically caters to the needs of families.

Imagine a project designated for use by students with families. The building would include a range of different unit types including one-, two-, three- or four-bedroom apartments with shared living room, kitchen and bathroom.

Would you be interested in living in such a project?

Branching

Yes

No -> skips to Q12

11b. Does your interest in family housing include room(s) for children?

everyone interested in family housing should see this question, not just people with kids

11c. Please select and rank the top 3 amenities from the list below that would help make this new project really attractive to you as a place to live.

Rank 1

Rank 2

Rank 3

Yes

No

RANKING

- An outdoor playground
- An indoor unsupervised recreation space for kids and their parents
- A community space for parties and get-togethers
- Dishwasher
- Laundry facilities right in your unit
- Laundry facilities very close by but not in your unit
- A full second bathroom
- A powder room (smaller bathroom with just a sink and toilet)
- Childcare (additional cost)

11d. Assuming there were dedicated facilities and resources for families, how much of a premium would you be willing to pay over and above regular on-campus rental levels?

10%

20%

30%

I wouldn't pay a premium

Imagine that you are looking for student accommodation. You will be presented with a series of accommodation options that might be available. For each one, please indicate how much you would like to rent that type of accommodation.

Unit options:

- Dorm single
- Dorm double
- Bachelor
- 1-bedroom
- 2-bedroom
- 4-bedroom

Kitchen options:

- Full kitchen: stove, oven, fridge, microwave
- Kitchenette: stove top, fridge, microwave
- Common kitchen: shared kitchen, probably on same floor as your unit
- No kitchen: no cooking facilities in unit

As you evaluate your interest in renting, please keep in mind that the unit would be built and operated with the following options. Please note that floor plans shown here are for illustration purposes only.
12. Using the scale above, please indicate your level of interest in renting for any of the following unit and pricing scenarios.

NOTE: For all options (including Doubles, 2- and 4-bedroom options) prices are PER PERSON.

1st of 6

- A Bachelor Apt, with Kitchenette (ensuite), for \$400/mth (per person).
- A Dorm Double, no Kitchen, for \$1,400/mth (per person).
- A Bachelor Apt, no Kitchen, for \$1,400/mth (per person).
- A Dorm Single, with Common Kitchen (same floor), for \$1,400/mth (per person).
- A 4 Bedroom Apt, with Full Kitchen (ensuite), for \$900/mth (per person).

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Page022

16. Using the scale above, please indicate your level of interest in renting for any of the following unit and pricing scenarios.

NOTE: For all options (including Doubles, 2- and 4-bedroom options) prices are PER PERSON.

2nd of 6

- A 1 Bedroom Apt, with Full Kitchen (ensuite), for \$400/mth (per person).
- A 4 Bedroom Apt, with Full Kitchen (ensuite), for \$400/mth (per person).
- A 2 Bedroom Apt, with Kitchenette (ensuite), for \$1,400/mth (per person).

1
2
3

A 2 Bedroom Apt, no Kitchen, for \$900/mth (per person).

Page023

17. Using the scale above, please indicate your level of interest in renting for any of the following unit and pricing scenarios.

NOTE: For all options (including Doubles, 2- and 4-bedroom options) prices are PER PERSON.

2nd of 6

A 1 Bedroom Apt, with Full Kitchen (ensuite), for \$1,400/mth (per person).

A Dorm Single, no Kitchen, for \$400/mth (per person).

A 2 Bedroom Apt, with Full Kitchen (ensuite), for \$900/mth (per person).

A Bachelor Apt, with Kitchenette (ensuite), for \$1,400/mth (per person).

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Page024

18. Using the scale above, please indicate your level of interest in renting for any of the following unit and pricing scenarios.

NOTE: For all options (including Doubles, 2- and 4-bedroom options) prices are PER PERSON.

4th of 6

A Bachelor Apt, with Common Kitchen (same floor), for \$900/mth (per person).

A Dorm Double, no Kitchen, for \$900/mth (per person).

A Dorm Single, no Kitchen, for \$1,400/mth (per person).

A 4 Bedroom Apt, with Kitchenette (ensuite), for \$900/mth (per person).

A 4 Bedroom Apt, no Kitchen, for \$400/mth (per person).

Page025

19. Using the scale above, please indicate your level of interest in renting for any of the following unit and pricing scenarios.

NOTE: For all options (including Doubles, 2- and 4-bedroom options) prices are PER PERSON.

5th of 6

A 4 Bedroom Apt, with Common Kitchen (same floor), for \$1,400/mth (per person).

A 1 Bedroom Apt, with Common Kitchen (same floor), for \$400/mth (per person).

A 2 Bedroom Apt, with Common Kitchen (same floor), for \$1,400/mth (per person).

A 2 Bedroom Apt, with Kitchenette (ensuite), for \$400/mth (per person).

A Dorm Double, with Common Kitchen (same floor), for \$400/mth (per person).

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Page026

20. Using the scale above, please indicate your level of interest in renting for any of the following unit and pricing scenarios.

NOTE: For all options (including Doubles, 2- and 4-bedroom options) prices are PER PERSON.

6th of 6

A Dorm Single, with Common Kitchen (same floor), for \$900/mth (per person).

A 1 Bedroom Apt, with Kitchenette (ensuite), for \$900/mth (per person).

A Dorm Double, with Common Kitchen (same floor), for \$900/mth (per person).

A 1 Bedroom Apt, no Kitchen, for \$900/mth (per person).

7
8
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10

Page027

21. Please provide any additional comments about housing options for students at UNBC.

ESSAY QUESTION - can be removed if it causes an issue with Privacy

Page028

Thank you for completing the survey!

As thanks for your time, we're offering you the chance to enter to win one (1) of two (2) Visa gift cards worth \$500 (CAD) each.

Please indicate whether you would like to be entered into the prize draw by selecting one of the options below.

Yes, I would like to be entered into the prize draw
No, thank you