**Committee Name: RPIPC**

**Meeting Date & Time: September 2, 2022**

**Meeting Location: Beeson 313**

**Attendance**:

|  |  |  |  |
| --- | --- | --- | --- |
| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** | | | |
| P | Damian Francis | P | Matt Davis |
| P | Rodica Cazacu | P | Lorraine Milam |
| P | Brad Fowler | A | Lee Fruitticher |
| P | Nancy Mizelle | P | Nancy Davis Bray |
| P | Susan Kerr |  |  |
| R | Kerry James Evans |  |  |
| P | Josefina Endere |  |  |
| P | Ashley Banks |  |  |
| Guests: | | | |
|  | *Italicized text denotes information from a previous meeting.* |  |  |
|  | \*Denotes new discussion on old business. |  |  |

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| Agenda Topic (Committees should feel free to customize this template to make it as functional for them as possible. Other categories of topics might include Reports, Information Items, Unfinished Business, etc.) | Discussions & Conclusions | Action or Recommendations | Follow-Up {including dates/responsible person, status (pending, ongoing, completed)} |
| **I. Call to order** | Damian Francis – 2:00PM |  |  |
| **II. Approval of Agenda** | Matt Davis – Motion  Brad Fowler - Second |  |  |
| **IV. Business Items** | Matt requested an overview of RPIPC |  |  |
| 1. **Agenda item 2:**   Old business: Committee overview and member introduction | Review of previous year’s work:  Disability/accessibility – incompliance  Visibility of COVID19/MASK signage – passed to senate  Tobacco surcharge errors – HR is doing a good job of supporting this issue  Term selection in PAWS – Controlled at the USG level. Can’t be changed |  |  |
| 1. **Agenda item 3:**   New Business | 1. Lorraine noted that signage for ADA access in Herty is hard to follow and that the ADA entrance is hard to find. Nancy Mizelle pointed out that there is a similar issue in Kilpatrick. Matt noted that the official policy is that building have at least one ingress. Building are technically compliant 2. Operating procedures were reviewed. Question was raised to whether to change the rules for providing virtual access to meeting. 3. Perimeter Parking – Brought by David Johnson in the department of music. GC repaved the strip lots in the Kilpatrick and Peabody lots. City of Milledgeville will not let them make revenue off them because they belong to the city. They are no longer faculty/staff spots. Bell hall residents park in these spots long term. Nancy Mizelle noted that faculty can not find parking spots after 9:00AM. Damian noted that the Parking and Transportation department is very accommodating. 4. Admin By Request – Damian believes not having admin access is problematic. Admin By Request is a system that manages admin rights on GC computers. Allows admin rights on a per instance basis. Must be requested through Serve. Susan explained that the software is required by the USG. IT is working to improve the process. They are working to build a list of commonly needed functionalities that will be given admin rights when the computer is initially setup. Damian suggested that IT survey users to better understand issues associated with Admin By Request | 2) Motion to keep virtual access by Susan. Nancy second. Motion passed.   1. Motion to Recommend a review and update to GC Parking Allocation Policy by Matt Davis. Matt tabled the motion until next meeting for further review and discussion |  |
|  |  |  |  |
| VI. Next Meeting | Committee will address Accessibility signage and parking policy | . |  |
| VII. Adjournment | Motion to adjourn – Matt  Second - Brad |  |  |

**Distribution(as determined in committee operating procedure – one possibility given):**

First; To Committee Membership for Review

Second: Posted to the Minutes Website

**Approved by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Committee Chairperson (Including this Approval by chair at committee discretion)

**Guidance**

**Committee Name:**

**Committee Officers:**

**Academic Year:**

**Aggregate Member Attendance at Committee Meetings for the Academic Year:**

**“P” denotes Present, “A” denotes Absent, “R” denotes Regrets**

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| Meeting Dates | | September 2, 2022 | October 2, 2022 | November 4, 2022 | January 6, 2023 | February 10, 2022 | March 3, 2023 | April 14, 2023 |  |  |
| Damian Francis | | P |  |  |  |  |  |  |  |  |
| Rodica Cazacu | | P |  |  |  |  |  |  |  |  |
| Brad Fowler | | P |  |  |  |  |  |  |  |  |
| Susan Kerr | | P |  |  |  |  |  |  |  |  |
| Nancy Mizelle | | P |  |  |  |  |  |  |  |  |
| Kerry James Evans | | R |  |  |  |  |  |  |  |  |
| Ashley Banks | | P |  |  |  |  |  |  |  |  |
| Matt Davis | | P |  |  |  |  |  |  |  |  |
| Lorraine Milam | | P |  |  |  |  |  |  |  |  |
| Josefina Endere | | P |  |  |  |  |  |  |  |  |
| Nancy Davis Bray | | P |  |  |  |  |  |  |  |  |
| Lee Fruitticher | | A |  |  |  |  |  |  |  |  |
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CHAIRPERSON SIGNATURE DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

(Including this Approval by chair at committee discretion)