**Committee Name: RPIPC**

**Committee Officers: Jan Hoffmann Clark, Susan Allen, Emily Gómez**

**Academic Year: 2016-2017**

**Meeting Date & Time: December 2, 2016, 2:00pm**

**Meeting Location: A&S 251**

**Attendance**:

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| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** |
| P | Susan Allen | R | Will Hobbs  |
| P | Donna Bennett  | P | Jan Hoffmann Clark |
| P | Millicent (Millie) Dempsey | P | Kristy Johnson  |
| P | Josefina (Fina) Endere | P | Wanda Johnson  |
| A | Charles Faber | P  | Nancy Mizelle |
| P | Renee Fontenot | P | Evita Shinholster  |
| P | Emily Gómez  |  |   |
| Guests: Bob Orr, John Bowen, Greg Brown, Artis Williamson |
|  | *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** | The meeting was called to order at 2:04 p.m. |  |  |
| **II. Approval of Agenda** |  | Motion approved |  |
| **III. Agenda Item 1: Approval of Minutes** | Minutes from November 4 meeting presented.  | Minutes approved  | Minutes posted to minutes.gcsu.edu |
| **IV. Agenda Item 2:** Discussion and vote on proposed RPIPC motion on Policy for Programs Serving Minors (Artis Williamson, Executive Director of Extended University, invited) | Williamson: A year or so ago, a committee of three people wrote a long policy they believed would become USG policy. It was condensed to one page when the BOR passed it. It basically says, “protect minors, require background checks, write own procedures”. GC Protection of Minors Procedures will impact a number of departments on campus, since so many departments work with kids.Questions:Mizelle: How does Early College fit in to this?Williamson: They are a Third Party Group. They sign an MOU. They state they have done everything GC requires to have minors on campus.Mizelle: Is GC accountable for doing background checks?Williamson: Not necessarily. Once you assume custody of children, that’s where this comes into play.Bennett: Sometimes Early College students come in to the library unsupervised.Williamson: They should be supervised.Hoffmann Clark: Any question in terms of curiosity, concern on guidelines and responsibilities? Williamson: The policies and procedures were not created in a vacuum. Many people were involved and approved it as we’ve gone through the process.Mizelle: Some Special Education students work with Best Buddies. Williamson: Those are enrolled students. This does not apply to enrolled students.Hoffmann Clark: I’d like to entertain a motion to approve the policy for programs serving minors 1617.Fontenot: MotionJohnson: Second(Motion approved unanimously) | Motion approved  | Hoffmann Clark will bring this to the senate January meeting as a policy proposal out of RPIPC. |
| **Agenda item 3: Discussion of draft of policy motion on parking allocation (Jan Hoffmann Clark)****Guests: John Bowen, Senior Manager Parking and Transportation Services and****Greg Brown, Director of Auxiliary Services** | Hoffmann Clark: I’ve crafted a first draft which started as a reaffirmation of 2006 policy, knowing that it is going to be revised and discussed. I wanted to show it to you today to see how far we can get on it.* Handouts: Parking space inventory from 2006, updated campus map, GC Parking Allocation Policy (1st Draft for RPIPC revision).

In the first draft, revisions include changing the wording of “heart of campus” to “adjacent to GC instructional and administrative buildings”. Definitions are added.Parking related concerns:Mizelle: There is a service parking space at Kilpatrick that goes unused by service vehicles. I have parked in in 20-minute parking spots when faced with no choice.Hoffmann Clark: Kilpatrick is designated E, but that’s where all our visitors go. That’s why this policy should help—by allocating spaces in such a way that those decisions are already made.Fontenot: It’s sad that we have ten visitor spots that are not convenient.Bowen: This is something PTAC is talking about—improving reserved and visitor spots.Fontenot: I’ve been told I’ve reached my limit in reserving visitor spots. We used to have visitor spots in Peabody lot 10-12 years ago.Brown: In 2006, lots had a V that indicated visitors could park there. This didn’t work. The idea was to change this to a centralized space: Centennial or North Irwin. Mayfair is going to be visitor parking, but I think it will be overrun by Admissions.Bowen: The procedure now is that visitors or groups of visitors are sent to N. Irwin if in large numbers. Small numbers can print a Visitor’s Pass, put it in their windshield and park in E or Commuter.Hoffmann Clark: This policy should be a guideline for those making decisions. Our job is to have a policy that represents the best job we can do to make this place run well. Our role as RPIPC is policy.Brown: Is this amending or rescinding the 2006 policy? There’s a policy now.Hoffmann Clark: That’s about parking operations policy. This would be university policy guiding university parking allocation. This won’t have any affect on the Parking Operations Policy.Fontenot: There are two graduate students I talked to who have E parking.Allen: E parking should be for all benefitted employees other than corps of instruction.Mizelle: Where are faculty with Early College parking?Bowen: They are entitled to a GC Employee permit.Brown: A definition of “employee” is going to be hard to do.Fontenot: Where do Adjuncts park?Hoffmann Clark: These are things we have to talk about. The bottom line is parking is an inconvenience. Faculty and Staff need priority in getting to their instructional homes. This is an issue because commuter spots were put into the Peabody/Kilpatrick lot. We lost a number of spaces. Peabody is not an Employee Lot in practice.Allen: We could be up to 1500 people if we included Part Time.Hoffmann Clark: I’d like to offer this to senate for full vetting as soon as possible.-Committee turns attention to the GC Parking Allocation Policy - 1st draft for RPIPC Revision-Brown: Number 3 [Freshmen should be permitted to park in designated locations only, specifically in perimeter areas] should be cut out in its entirety. There’s no distinction between freshmen and commuter.Allen: We should identify Perimeter LotsHoffmann Clark: Faculty need to be able to come and go from campus. Student parking should be pushed out further.Fontenot: A lot of campuses have off-camps parking for students.Allen: Some don’t allow freshmen.Bowen: The student voice is out there. We have a lot of interaction from everybody. We’ll hear frustrations from students, etc. I would encourage RPIPC to keep that in mind when making policy.Brown: There will never be a time when faculty can be guaranteed to leave and come back. PTAC, when they closed last year, said that parking is as good as it’s going to get right now. I know it’s not, but that’s how it is.Fontenot: Can we buy an adjacent lot?Allen: We can’t buy, but maybe lease.Hoffmann Clark: We are out of time, but can pick up the discussion in February. |  |  |
| **V. New Business****Agenda item 4: Set tentative agenda and guests to invite for next meeting on February 3, 2017 at 2pm in A&S 251** | No agenda items set |  |  |
| VI. Next Meeting | **February 3, 2017, 2pm A&S 251** |  |  |
| VII. Adjournment | 3:15pm meeting adjourned |  |  |

**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 | August 9, 2016 | September 2, 2016 | October 7, 2016 | November 4, 2016 | December 2, 2016 |  |  |  |  |
| Susan Allen | P |  | P | P | P |  |  |  |  |
| Donna Bennett | R |  | P | P | P |  |  |  |  |
| Millicent (Millie) Dempsey | R |  | P | P | P |  |  |  |  |
| Josefina (Fina) Endere | P |  | P | P | P |  |  |  |  |
| Charles Faber | P |  | P | A | A |  |  |  |  |
| Renee Fontenot | P |  | R | R | P |  |  |  |  |
| Emily Gómez  | R |  | P | P | P |  |  |  |  |
| Will Hobbs  | P |  | R | P | R |  |  |  |  |
| Jan Hoffmann Clark | P |  | P | P | P |  |  |  |  |
| Kristy Johnson  | P |  | P | A | P |  |  |  |  |
| Wanda Johnson  | Not yet assigned |  | R | P | P |  |  |  |  |
| Nancy Mizelle | P |  | P | P | P |  |  |  |  |
| Evita Shinholster  | Not yet assigned |  | R | P | P |  |  |  |  |
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CHAIRPERSON SIGNATURE DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

(Including this Approval by chair at committee discretion)