**Committee Name: RPIPC**

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

**Academic Year: 2016-2017**

**Meeting Date & Time: February 3rd, 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 (Jen Yearwood attended in her place) | P | Will Hobbs |
| P | Donna Bennett | P | Jan Hoffmann Clark |
| P | Millicent (Millie) Dempsey | P | Kristy Johnson |
| P | Josefina (Fina) Endere | R | Wanda Johnson |
| P | Charles Faber | P | Nancy Mizelle |
| R | Renee Fontenot | R | Evita Shinholster |
| P | Emily Gómez |  |  |
| Guests: John Bowen, Patrice Terrell, Michael Muller, Laura Ahrens | | | |
|  | *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 2:02 p.m. |  |  |
| **II. Approval of Agenda** |  | Motion approved |  |
| **III. Agenda Item 1: Approval of Minutes** | Minutes from February 3, 2017 meeting presented. | Minutes approved | Minutes posted to minutes.gcsu.edu |
| **IV. Agenda Item 2:** Patrice Terrell, **Associate Director for Employee Relations,** update on Shared Sick Leave | Terrell: In 2015, the BOR reviewed the Shared Sick Leave Pool Policy, but didn’t provide updated information. GC Human Resources looked at the policy and saw that it was out of date.  Updates to Shared Sick Leave Pool Policies:   * Employees can no longer wipe out the balance of their sick days at retirement and donate it to the Sick Leave Pool. * A maximum of 80 hours per year can be donated by an employee * Employees do not have to donate every year or enroll every year. * New enrollees have to donate a minimum of 40 hours. To be eligible, you must have 40 hours at enrollment and 8 hours to donate. * Those who donate are still eligible for the pool even if donated only once. * Anyone who has enrolled since 2015 is eligible. * HR will send email reminders about the Sick Leave Pool.   Q&A  Hoffmann Clark: What if we didn’t make the deadline to enroll this year? Are we still eligible?  Terrell: If you donated in 2015, you would be eligible  Yearwood: What if the Sick Pool hours run out?  Terrell: We would do a special enrollment period  Hoffmann Clark: All concerns addressed will be presented to Senate as an information item, not a motion. |  | Jan 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) and update from latest PTAC meeting (John Bowen)** | Bowen: PTAC met January 26th, discussed:   * Visitor Parking * Reserved Parking * ADA Accessible Parking * Acquisition of new parking spaces. University will begin leasing 23 spaces on the corner of Wayne and Thomas Streets to be designated Commuter spaces. * Reserved Parking Process: Cost for reserved parking will be raised to $420 + annual fee of $80. Cost needs to be covered by the department that the parking space is for. * The roof on MSU is being replaced. ADA spaces in Parks Hall lot have been moved to Old Courthouse during construction. Those spaces will stay there after construction. The 4 ADA spaces at Parks hall will remain there once Parks lot reopens.   Q&A  Hoffmann Clark: What was the justification for raising the Reserved Parking rate?  Bowen: There would have to be a real need. The individual would pay $80 and the department would pay $420.  Benett: Could the department get 3 spots and share them between 5 employees?  Bowen: We wanted to leave a way for this to happen—that could be one scenario. We would have to figure out how that would work.  Hoffmann Clark: At what point do you say, Business has multiple spots and A&S doesn’t have any? This is a hypothetical.  Bowen: We recommended there be a cap placed on this. I think we said cap it at 8 across the university. Right now there are about 10 people who have Reserved Parking. This doesn’t include the President’s Office—the spots in the Old Courthouse.  Hoffmann Clark: What would the rationale be for not including the Community Director in Reserved Parking?  Bowen: The Community Director lives there. The Community Director is not included in Reserved Space.  Hoffmann Clark: With the department making the decision on Reserved Parking—could this be abused?  Yearwood: Departments would use State funds and tuition money for this.  Bowen: We would hope that this would make departments think twice about purchasing Reserved space.  Hoffmann Clark: Originally, Parking and Transportation wanted to do away with Reserved spots. This seems like it may be the fairest solution.  K. Johnson: 8 Reserved Spots isn’t fair for all who come and go on campus.  Hoffmann Clark: Has there been a thorough comparison of best practices in the University System?  Bowen: I couldn’t speak to the ratio of Employee vs. other lots at other universities.  Hoffmann Clark: Could we find that out? Where do other universities put employees? Could you find that data out?  Bowen: I can do that. It would be good to find what other universities with our size and characteristics do.  Hoffmann Clark: This is very helpful. I’m still going to work on tis policy proposal. We still have two more meetings, so we should have some time to discuss this.  Discussion  Hoffmann Clark: 3 pressures: Employees lost a significant amount of parking, increased Reserved spots, loss of Employee Parking in Kilpatrick.  Yearwood: We need to specify Employee Parking is for Benefits-Eligible Employees. We have less than 900 Benefits-Eligible and many Employee spaces?  Bowen: Main Campus – 391 E Spaces. 745 active Employee permits. 146 Perimeter—most likely Employee  Hobbs: The challenge is the matter of convenience. There are spots in Irwin, but it’s a half hour of work time that you miss if you park there.  Hoffmann Clark: We need to live up to the 2006 guidelines—that’s what drives this policy.  Mizelle: When I leave at 7:30pm and have to go to Irwin Street, it’s too difficult, so I don’t do it. If you’re not at Kilpatrick by 8:30am, you won’t get a spot. Early College is there by 7:30, so they get 17 spaces. That infringes on spaces for faculty.  Hoffmann Clark: Can we start enforcing rules for Employee parking? (That it’s not for un-benefitted employees?)  Bowen: Yes, we can take that to PTAC.  Hoffmann Clark: There must be something stating what an Employee is in the documentation.  Bowen: What status would an Employee need to have to have a faculty/staff Bobcat Card?  Yearwood: Great question.  Mizelle: We have adjunct faculty who have to have a fac/staff Bobcat Card to swipe in at the Macon Campus.  Hoffmann Clark: We need to find a definition for Benefit-Eligible Employees.  Yearwood: That’s in a lot of things we already have—it would be easy to find.  Hoffmann Clark: Finding Bobcat Card regulations for fac/staff would help. Graduate students don’t get these.  Hobbs: But they get E permits.  Hoffmann Clark: We need to have an operational definition. I’m hoping that at the next meeting, we’ll have the rest of the policy to vet, discuss, and vote on.  Bowen: The timeline is important to PTAC if there are going to be changes to new fiscal year and academic year. PTAC will probably meet in February, March, and April.  Bowen: I will bring RPIPC concerns about Reserved Parking to PTAC. Would there be a way to not leave room for abuse of this?  Hoffmann Clark: If we have enough spaces for those who are Benefitted Employees to leave and come back, we won’t need Reserves spaces.  Hobbs: An alternative could be that Reserved spots are not prime spots—not close to buildings.  Faber: It’s frustrating as a student when Commuter lots are full and there are spots in Employee lots.  Hoffmann Clark: Employee lots are combination Employee/Visitor lots. If we can move Commuter spots out of Peabody/Kilpatrick, that will get us where we need to be.  Hobbs: Permitting is one piece. There has to be an incentive to park in Irwin—there has to be a plan.  Yearwood: Employees need to pay more. Those who really want that should pay for it.  Mizelle: I’d pay $160.00 if you made sure I had a spot.  Hoffmann Clark: Reserved Spaces deserves more discussion. | Follow up:   * John Bowen to find data on comparable University System Parking * Jen Yearwood to find definition of Benefit-Eligible Employee |  |
| **V. New Business**  **Agenda item 4: Set tentative agenda and guests to invite for next meeting on March 4, 2017 at 2pm in A&S 251** | No items discussed |  |  |
| VI. Next Meeting | **March 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 | February 3, 2017 |  |  |  |
| Susan Allen | | P |  | P | P | P | P |  |  |  |
| Donna Bennett | | R |  | P | P | P | P |  |  |  |
| Millicent (Millie) Dempsey | | R |  | P | P | P | P |  |  |  |
| Josefina (Fina) Endere | | P |  | P | P | P | P |  |  |  |
| Charles Faber | | P |  | P | A | A | P |  |  |  |
| Renee Fontenot | | P |  | R | R | P | R |  |  |  |
| Emily Gómez | | R |  | P | P | P | P |  |  |  |
| Will Hobbs | | P |  | R | P | R | P |  |  |  |
| Jan Hoffmann Clark | | P |  | P | P | P | P |  |  |  |
| Kristy Johnson | | P |  | P | A | P | P |  |  |  |
| Wanda Johnson | | Not yet assigned |  | R | P | P | R |  |  |  |
| Nancy Mizelle | | P |  | P | P | P | P |  |  |  |
| Evita Shinholster | | Not yet assigned |  | R | P | P | R |  |  |  |
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CHAIRPERSON SIGNATURE DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

(Including this Approval by chair at committee discretion)