**Committee Name: RPIPC**

**Meeting Date & Time: November 30, 2012, 2:00PM**

**Meeting Location: HSB 2-11**

**Attendance**:

|  |
| --- |
| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** |
| P | Susan Allen | P | Chris Skelton |
| P | Kirk Armstrong | P | Ryan Greene for Kyle Cullars |
| A | Aubrey Ethridge | R | Lucy Kachmarik |
| P | Toi Franks | R | Jennifer Rehling |
| P | Jennifer Graham | P | Ben Davis |
| P | Maureen Horgan | A | Greg Mahan |
| P | Sally Humphries |  |  |
| Guests Michael Rickenbaker, University Architect & Director of Facilities Planning |
|  | *Italicized text denotes information from a previous meeting.* |  |   |
|  | \*Denotes new discussion on old business. |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  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 2:02PM. |  |  |
| **II. Approval of Agenda** | The agenda was approved. |  |  |
| **III. Approval of Minutes** | The minutes of the 26 October meeting were approved. |  |  |
| **IV. Old Business/Review of****Actions/Recommendations** |  |  |  |
| **1.** Working Group Reports | Policy on Public Art. The University Architect took questions from the group regarding public art. The topic of developing a Policy on Public Art is a result of the murals in the dining hall coming down. The Interim Provost could appoint a committee on public art, but is choosing to bring it to the senate in the interest of shared governance. Maureen has contacted some COPLAC schools to ask for similar policies. The policy statement must be worded so that one person can sign off on a project. Since the policies and procedures are in one document, they relate to one another. The difference between public art and gallery art was discussed. Gallery art is not easily affixed. It can be put up somewhere and later be easily taken down and put back in the gallery. The university owns gallery art. Public art has a permanence that cannot be altered readily. The large paintings in the library now are examples of temporary installments of public art. Two other examples of public art on campus are the Peabody Garden and the Trail of Tears exhibit. The process for obtaining public art involves obtaining or commissioning a piece, working with an artist to develop the piece, developing a markup (model) of the piece, and finally completing the work in the chosen location.  | Regarding the actual policy, it was decided 1. to change “University Architect” to “Chair of the Committee on Public Art.” as the person who has the authority to approve projects in writing
2. To change “deaccessioning” to “decommissioning/de-accessioning” everywhere it appears in the document.
3. To revise the committee makeup to the following: University Architect, director of facilities or a designee, the Vice President for University Advancement or a designee, library designee, art department designee, and a student appointed by the SGA President.
 |   |
| **2.** Shared Leave Pool Policy | Toi Franks reported that the Shared Leave Pool Task Force has removed the in-law statement from the policy. The last draft of the policy has been updated to Nov. 13th. The enrollment section was updated, it addresses the enrollment period and the donations time frame. Section 4 was updated to address what happens when the leave balance becomes too low and the pool is considered depleted. The task force is currently awaiting input from Rod Kelly (Director of Human Resources) on an appeals process and suggestions for committee members.  | Toi will follow up with Rod Kelly to complete the document and circulate it for the next meeting. |  |
| 3. Smoking policy | Kirk Armstrong met with the Smoking Policy Enforcement group. There have been several e-mail complaints regarding smoking on campus. There is no consensus on the smoking policy and how it is enforced. The key is educating people (including faculty, staff, and students) regarding the smoking policy. Ideas include working with the Mass Comm. Department and SGA Publicity Committee. Any signage should be minimal and temporary. Maybe smokers are not aware that they are allowed to smoke on any public sidewalk. Another issue is having someone to clean the smoking urns. This is a time intensive task. Policing is another concern. Faculty, staff, and students would all need to be targeted differently. Enforcement is hard, so we need to educate.  | Kirk will write a final report or recommendations to submit, and will check with the smoke-free schools in the USG (Armstrong Atlantic and Georgia State) to see how they handle enforcement. |  |
| **V. New Business**Actions/Recommendations |  |  |  |
| **2.** Proposed Policy on Public Art |  |   |  |
| VI. Next Meeting | Friday, January 25, 2:00pm, HSB 2-11 |  |  |
| VII. Adjournment | The meeting was adjourned at 3:21pm |  |  |

**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**

|  |  |
| --- | --- |
|  |  |
| **Meeting Dates** | **Aug 24**  | **Sept 28** | **Oct 26** | **Nov 30** |  |  |  |  |  |
| **Susan Allen** | **P** | **P** | **P** | **P** |  |  |  |  |  |
| **Kirk Armstrong** | **R** | **P** | **P** | **P** |  |  |  |  |  |
| **Kyle Cullars** | **P** | **P** | **R.Greene** | **R.Greene** |  |  |  |  |  |
| **Benjamin Davis** | **P** | **P** | **R** | **P** |  |  |  |  |  |
| **Joseph Ethridge** | **P** | **R** | **P** | **A** |  |  |  |  |  |
| **Jennifer Graham** | **P** | **P** | **P** | **P** |  |  |  |  |  |
| **Maureen Horgan** | **P** | **P** | **P** | **P** |  |  |  |  |  |
| **Sally Humphries** | **P** | **P** | **P** | **P** |  |  |  |  |  |
| **Lucy Kachmakric** | **P** | **P** | **R** | **R** |  |  |  |  |  |
| **Greg Mahan** | **A** | **A** | **A** | **A** |  |  |  |  |  |
| **Toi Franks** | **P** | **P** | **P** | **P** |  |  |  |  |  |
| **Jessica Rehling** | **P** | **P** | **R** | **P** |  |  |  |  |  |
| **Chris Skelton** | **R** | **P** | **P** | **P** |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CHAIRPERSON SIGNATURE DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

(Including this Approval by chair at committee discretion)