**Committee Name: RPIPC**

**Meeting Date & Time: November 6, 2015, 2 p.m.**

**Meeting Location: Atkinson Room 202**

**Attendance**:

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| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** |
| P | Replacement Fina Endere (Susan Allen) | P | Daniel Simpson |
| P | Donna Bennett  | P | Ben McMillan  |
| P | Tom Caron | P | Carol Ward |
| P | Jan Clark | P | Virginia Crowson |
| R | Renee Fontenot | P  | Darlene Hubbard |
| P | Brittiny Johnson | R | Emily Gomez |
|  |  |  |  |
| Guests: Bob Orr, Patrice Terrell |
|  | *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. Moment of silence in memory of Eve Puckett** |  |  |  |
| **II. Approval of minutes** | Minutes from Oct. 2 meeting presented.  | Motion to approve from McMillan; second by Crowson | Minutes posted to minutes.gcsu.edu |
| **III. Educational Support Leave Policy**  | Terrell presented the new policy, which is state law, allowing for up to 8 hours of leave for educational activities.  | Motion to endorse the policy for submission to Senate as a motion pending formatting to Senate policy template McMillan, second by Simpson | McMillan to format, Clark takes to full Senate |
| **IV. Drug and Alcohol Policy** | Terrell presented the updated policy, which is Board of Regents policy, with 6 categories for testing. | Motion to endorse the policy for submission to Senate as a motion pending formatting to Senate policy template by McMillan, second by Simpson | McMillan to format, Clark takes to full Senate |
| **V. Utility Cart Policy**  | Clark provided an update that she sent an email to Mark Duclos and Shea Groebner with the committee’s suggestions and policy template.  |  | Clark to follow up with them on status |
| **VI. Parking Space redistribution and 2006 policy document** | Clark provided an update that 25 spaces have been allocated to employees in the Kilpatrick lot. This change has not been implemented due to all the rain, but should happen as soon as the weather dries. | Clark recommended bringing the 2006 policy document forward as a policy. | Clark to follow up and present as policy motion at future meeting. |
| VII. New business | McMillan brought up the issue of campus recycling that was discussed last year.  | Committee members recommended to bring in key players on campus recycling including Lori Strawder, SGA representative, etc. | Clark to invite to future meeting. |
| VIII. Next meeting | Dec. 4 at 2 p.m. in Atkinson 202 |  |  |
| IX. Adjournment | The meeting was adjourned at 3:02 p.m. |  |  |

**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)

**Committee Name: RPIPC**

**Committee Officers: Clark, McMillan, Johnson**

**Academic Year: 2015-2016**

**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** | **Aug. 11** | **Sept. 4** | **Oct. 2** | **Nov. 6** | **Dec. 4** |  |  |  |  |
| **Susan Allen** | **P** | **P/Jen Yearwood** | **P** | **P/Fina Endere** |  |  |  |  |  |
| **Donna Bennett** | **P** | **P** | **P** | **P** |  |  |  |  |  |
| **Tom Caron** | **P** | **P** | **P** | **P** |  |  |  |  |  |
| **Jan Clark** | **P** | **P** | **P** | **P** |  |  |  |  |  |
| **Renee Fontenot** | **P** | **P** | **P** | **R** |  |  |  |  |  |
| **Brittiny Johnson** | **P** | **P** | **P** | **P** |  |  |  |  |  |
| **Ben McMillan** | **R** | **P** | **P** | **P** |  |  |  |  |  |
| **Eve Puckett** | **P** | **P** | **P** |  |  |  |  |  |  |
| **Daniel Simpson** | **P** | **P** | **P** | **P** |  |  |  |  |  |
| **Carol Ward** | **A** | **P** | **P** | **P** |  |  |  |  |  |
| **Virginia Crowson** | **A** | **R** | **P** | **P** |  |  |  |  |  |
| **Emily Gomez** |  | **P** | **P** | **R** |  |  |  |  |  |
| **Darlene Hubbard** |  | **R** | **P** | **P** |  |  |  |  |  |

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

(Including this Approval by chair at committee discretion)