**Committee Name: RPIPC**

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

**Meeting Location: Atkinson Room 202**

**Attendance**:

|  |
| --- |
| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** |
| P | Susan Allen | P | Daniel Simpson |
| P | Donna Bennett  | P | Ben McMillan  |
| P | Tom Caron | P | Carol Ward |
| P | Jan Clark | P | Virginia Crowson |
| P | Renee Fontenot | P  | Darlene Hubbard |
| P | Brittiny Johnson | P | Emily Gomez |
| P | Eve Puckett  |  |   |
| Guests: Bob Orr, Mark Pelton, Juawn Jackson, Miriam Jordan, Ryan Greene, Mark Duclos, Shea Groebner  |
|  | *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 p.m. |  |  |
| **II. Approval of minutes** | Minutes from Sept. 4 meeting presented.  | Motion to approve from Fontenot; second by Allen | Minutes posted to minutes.gcsu.edu |
| **III. Holiday Calendar- information item** | Allen presented change to the 2017 holiday calendar based on campus-wide survey—Floating holiday after Jan. 1 moved to July 3 |  |  |
| **IV. Employee parking concerns** | * Miriam Jordan, College of Education, voiced concern for COE faculty and students to find parking.
* Ryan Greene, Parking and Transportation, discussed changes to Kilpatrick and Peabody lots this academic year, and that they were made after study found the lots were underutilized.
* Discussion on survey created by COE faculty, and distributed across campus. Several committee members and guests voiced concerns with parking.
* Clark discussed Parking and Transportation Proposal from Feb. 20, 2006, which stated, “parking in the heart of campus is primarily set aside for faculty and staff.”
 | Clark to follow up with ECUS on whether the 2006 “proposal” is policy, can be adopted as policy, and/or used as guideline for the newly reformed Parking and Transportation Committee. | Will follow up at November meeting. |
| **V. Utility Cart Policy**  | Duclos discussed revisions to the current procedure for utility carts including where to park/drive on campus and roadways, and requiring approval before purchasing utility carts. | Unsure of whether currently a procedure or policy. Clark takes to ECUS to decide how to handle revisions. | Will discuss at November meeting and possibly bring as a policy motion. |
| **VI. Strategic Plan** | Pelton brought information on the preplanning stages for the new Strategic Plan, which includes the formation of 15 committees and the creation of measurable goals for all 15 areas.  | Concerns brought up about diversity of members on the 15 committees. It was suggested to make sure each has a cross-section representation of campus. |  |
| VI. Next Meeting | Friday, Nov. 6 at 2 p.m., Location Atkinson Room 202 |  |  |
| VII. Adjournment | The meeting was adjourned at 3:25 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**

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

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

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

(Including this Approval by chair at committee discretion)