

**COMMISSION ON UNIVERSITY SUPPORT
MEETING MINUTES
October 17, 2019
130 Burruss Hall – 2:00 p.m.**

ATTENDEES

Members Present: Judy Alford, John Benner, Jonathan Bradley, William Dougherty *for Scott Midkiff*, Debbie Greer *for Ken Miller*, Julie Farmer *for Charlie Phlegar*, Bradley Klein, Jacob Lahne, Phil Miskovic, Ken Smith, Ryan Speer, Robert Sumichrast, Ben Tracy, Sarah Woodward

Members Absent: Lee Hawthorne, Chris Kiwus, Polly Middleton

Guests: Kim Akers, Rick Ashley, Denny Cochrane, Jack Washington

Recorder: Kayla Smith

1. Welcome and Introductions

The Chair, Jonathan Bradley, called the meeting to order at 2:00 p.m. and requested that members and guests introduce themselves.

2. Approval of Agenda

A motion was made by William Dougherty, seconded and passed unanimously to accept the October meeting agenda.

3. Announcement of Electronic Approval of the April 2019 minutes

Jonathan Bradley announced that the April 2019 minutes were approved electronically in the spring.

4. Old Business

a) Software Procurement – Update from IT Services & Systems Committee

William Dougherty was asked to provide an update from the IT Services and Systems Committee on the Software Procurement topic that the group was charged with studying at the Commission's April 2019 meeting. The Committee is scheduled to meet in early November regarding this topic and will bring a representatives to the November Commission meeting to provide an update.

b) Selection of Vice Chair

The Chair explained the role of the Vice Chair and solicited nominations from the membership. John Benner was nominated and accepted the nomination. A motion was passed to appoint John Benner as the Vice Chair of the Commission for 2019-20.

5. New Business

a) Commission Charge & Charges of Reporting Committees

Jonathan Bradley provided an overview of the charges of the Commission and its four reporting Committees.

It was noted that the charge of the Commission does not include words closely related to energy or sustainability, but more directly addresses the charges of the other three reporting Committees. William Dougherty made motion to add sustainability to the Commission's charge. The motion was seconded and passed unanimously.

The Chair will speak with April Myers about whether this can be included in the overall governance restructuring considerations this academic year or whether a separate Resolution needs to be developed by the Commission and sent to University Council.

c) Meeting Schedule

Jonathan Bradley reviewed the meeting schedule for the academic year and noted that a decision will be needed in November about maintaining or moving the December meeting since the date coincides with the last day of exams.

d) Discussion of potential Topics and Agenda Items, including:

Jonathan Bradley asked the Commission members for recommendations on topics for discussion by the Commission this academic year. Items suggested include:

The potential impact of Winter Closing on employees who don't celebrate those holidays and must take leave. Several Commission members shared information on work done by other groups over the last year and planned for the upcoming year regarding this topic. It was noted that the university being open on Veteran's Day is also a concern among some employees. Several recommendations were made for the Commission to receive a briefing from individuals representing the various groups that have been studying this matter and may be proposing actions, so that the Commission can provide support as appropriate, and the members concurred this was the desired path forward. The Chair will collect additional information and request a presentation, which would ideally occur prior to any Resolutions being presented to University Council.

An item was raised for the Transportation & Parking Committee's consideration: the availability of parking for Schiffert Health and Cook Counseling Centers at McComas Hall. This is of particular concern due to the closure of War Memorial for renovations next semester and reports of injured individuals not being able to access close parking to obtain treatment. Richard Ashley requested that the member who raised the concern send him an email with detailed information on the topic or attend one of the next two Transportation and Parking Committee meetings to present the concern directly.

The members requested an update on progress for the Innovation Campus and associated planning. Specific questions shared were: 'What is the planning process?' and 'What is the timeline (for occupancy, construction, etc.)?' Ken Smith recommended that a presentation be requested from Brandy Salmon, who is leading the Innovation Campus effort.

6. Updates from Reporting Committees

a) Campus Development Committee

Jack Washington provided an overview of the recent work by the Campus Development Committee, including presentations that occurred in April and September. Committee members shared in April that they would appreciate more opportunities to discuss and engage around topics of their specific interest. Therefore, meetings this year will be split into two approximately 30-minute blocks, the first to allow information sharing by University Planning – such as updates on projects and plans or process overviews – and the second to allow Committee member engagement around a topic or two that members identify.

Richard Ashley noted that plans or future needs for the built environment have been topics of discussion in several recent Transportation & Parking Committee meetings and requested that a representative from University Planning send a representative to future meetings. Jack Washington confirmed he will relay this request.

b) Energy & Sustainability Committee

Denny Cochrane provided an overview of the recent work by the Energy & Sustainability Committee, including:

- an overview of the Green RFP program (student-sponsored sustainability project funding proposals) for the previous year and the upcoming cycle,
- Governor's Environmental Excellence Award, and
- the university's recycling and compost progress.

A Commission member inquired about the status of the Drillfield pathways test, particularly as it related to the use of sustainable materials in the test as compared to the traditional repaving that occurred this summer. Jack Washington shared a very brief overview of the test process and status of the research group that has been developing lighting-related material prototypes. University Planning is developing a proposal to fund comprehensive Drillfield improvements, and material changes for the pathways are likely to be included in that work.

c) IT Services & Systems Committee

The report for this Committee was provided under Old Business (see item 4a. above).

d) Transportation & Parking Committee

Richard Ashley provided an overview of the upcoming work anticipated for the Transportation & Parking Committee, including:

- A presentation from Mike Mollenhauer with the Virginia Tech Transportation Institute on the electric scooter research project.
- Interest in exploring a variety of alternative transportation/pedestrian interactions and alternative transportation infrastructure (bike lanes, etc.).
- Plans for construction in Perry Street area and effect on transportation modes.
- Reviewing the electric vehicle master plan.

7. Acceptance of Committee Minutes & Approval for Posting

The following minutes were accepted by the Commission:

- a) Campus Development Committee
 - April 25, 2019 & September 26, 2019 Minutes

- b) Energy & Sustainability Committee
 - March 25, 2019 & April 22, 2019 Minutes

- c) Transportation & Parking Committee
 - September 25, 2019 Minutes

8. Next Meeting

- Thursday – November 21, 2019 – 2:00p.m. – 130 Burruss Hall

9. Adjourned at 2:53 p.m.

Respectfully submitted,
Kayla Smith