

TRANSPORTATION SERVICES ADVISORY COUNCIL

Monday March 18, 2013

Regents Room, Suite 1140, J.C. Kellam Administration Building

Attendance: Ms. Nancy Nusbaum, Ms. Sharon Wilsford, Ms. Susan Davey, Mr. Cody DeSalvo, Ms. Nicole Shipes, Dr. Joanne Smith, Chief Ralph Meyer, Mr. John Root, Mr. Stephen Prentice, Mr. Paul Hamilton, Ms. Linda Sterling (Scribe).

NO AGENDA

Ms. Nusbaum advised the meeting was called to discuss process and began by reviewing the charge of the Council as follows:

*The Transportation Services Advisory Council provides a conduit for community input regarding policies and other issues related to safe, comprehensive, economical and efficient transportation services. These include: parking, transit, pedestrian, motorist, and cyclist services and safety. The Council provides advice regarding policy recommendations on these issues to the Director of Transportation Services who seeks approval by President's Cabinet when necessary.*

Ms. Nusbaum informed the Council she would like to come to an agreement as to what the charge means for the Council.

Dr. Smith informed the group that the previous Committee was co-chaired by a faculty member and the Special Assistant to the President. Major policy decisions (e.g., permit rates, rules and reg. changes) went through President's Cabinet only if a quorum was achieved. The Advisory Council is chaired by the Director of Transportation Services and not everything has to go to the Cabinet. It was established to give Transportation Services some flexibility with the main difference being that small things could still get done that need to be done (e.g., route changes).

Mr. DeSalvo asked "what is the difference between council and committee."

Dr. Smith responded that a council is advisory to the Director and that this council has a wider representation than other councils. Chief Meyer stated that it was difficult to make decisions when there was a Committee because a quorum would not be present. Dr. Smith advised the previous entity had a similar composition as the current Council.

Ms. Nusbaum understood from speaking with Dr. Blair that he believed he needed to present issues brought to the Council to the Faculty Senate for them to vote on. Ms. Nusbaum indicated she did not believe the representatives from the various campus organizations were meant to do that. Dr. Smith agreed.

Ms. Davey, Mr. DeSalvo, and Ms. Shipes all advised they would need to send some information to their respective groups for input before they could make recommendations at the Council meeting. It was

noted that ASG will often ask for legislation to get a sense of their opinion and they meet once a week on Monday night. RHA indicated they will sometimes write legislation, and that they meet once a week on Wednesday night. Staff Council would bring back the consensus of the group and that they only meet once a month. Ms. Davey indicated she chairs the Transportation Committee for Staff Council which consists of 4 individuals and that she presents the recommendations to the full Staff Council.

Ms. Nusbaum questioned how involved other advisory councils on campus are with budgets for the department they are advisory to. Dr. Smith, speaking for the Student Health Center Advisory Council and the Campus Recreation Advisory Council, mentioned they do not approve departmental budgets or go into in-depth review of the budgets. However, they typically review the budget at the beginning of each fiscal year and maybe as the budgets are developed for the next year. Mr. Root also discussed how the Food Service Advisory Council operated.

Mr. DeSalvo indicated we should define what policy means. He did not agree that parking permit fee increases were not a policy decision because it is a central thing that affects students. Regarding the Student Service Fee Committee, he feels able to access more information and have more input. Ms. Nusbaum acknowledged that was true but stated the Committee actually allocates money to departments which is different. Mr. DeSalvo stated when it came to decisions about increasing parking permit rates and the BTI being canceled it would have been appropriate to include Council in those decisions before going to Cabinet. At a minimum, he suggested a discussion via e-mail would have kept the council members informed.

Mr. DeSalvo also serves on the Equity and Access Council and at their first meeting there is training which includes: the budget model, the purpose of the committee, how communication happens, and how to bring issues forward. Ms. Nusbaum agreed the Transportation Services Advisory Council could do something similar.

Mr. DeSalvo also expressed concern about the Chair of the Council being the Director who is directly responsible for the area and that could lead to conflict of interest and the possibility of information being skewed. Dr. Smith advised that is another difference between an advisory council and a committee.

Mr. DeSalvo asked about having a policy and procedure statement for the Council and Ms. Nusbaum informed everyone there is currently a draft which will be shared with the Council for review. Mr. DeSalvo asked if the council could have a website. Ms. Sterling responded a page could be added to the Transportation Services website for the Council and the minutes posted.

Ms. Nusbaum reminded everyone this was a transition year and that after attending one meeting, the director went on leave so things lapsed which required quick turnaround time on some of the issues. Ms. Nusbaum indicated she is serious about making improvements and was willing to establish an annual routine guided by the calendar to ensure issues were not brought forward last minute in the future.

- September – first meeting training: purpose of the Advisory Council, budget review, how communication happens, how to bring issues forward
- Fall Semester – bus fee increases, referendum needed in spring
- January – parking permit rate increases (will go to the President’s Cabinet)
- January – March – discussions for new bus contract
- April – Rules and Regulation changes
- July and October – information about upcoming fall and spring bus route changes

Also discussed was the best way for the council to receive information from interested entities such as ASG, RHA, and Staff Council. It was suggested that information and/or legislation discussed in those meetings should be brought to the council by the member of each entity.

Mr. DeSalvo asked if a new director needed to be hired in the future that ASG be able to meet the candidates. Ms. Nusbaum advised there were open sessions with the candidates they could have attended. Mr. DeSalvo agreed they were invited but suggested that the candidates attend an ASG meeting.

There was a brief discussion regarding apartment complex developers requesting University bus service to their developments. The City Planning and Zoning Commission now require that all student multi-housing developments must provide bus service if the university is unable to do so.

Mr. Hamilton discussed construction on Sessom Drive and the reroutes necessary using the new shelter on Woods Street and Bobcat Trail beginning March 25 to avoid the construction. The Wonder World route is already using the Woods Street hub. The projected date to return the routes to the Quad Bus Loop is mid-June. Mr. DeSalvo asked Mr. Hamilton to e-mail the details so he could inform ASG Senate of the changes.

Ms. Nusbaum advised that as a result of visiting with the Residence Hall Association a reduction was made to the proposed residential and apartment permit rates.

Ms. Nusbaum further advised a new bus contract is pending and there is a committee in place to evaluate proposals. The evaluation committee members are Joe Richmond, Cody DeSalvo, Mark Jesse, the new Director, Gordie Green from Facilities and Nancy Nusbaum, with Paul Hamilton as a technical advisor.

A question was raised about the Tickets Appeal Committee. Ms. Nusbaum indicated a recommendation will be brought back to the Council.

Ms. Nusbaum asked if councilmembers had any other reports.

There was a brief discussion regarding the parking revisions on Bobcat Trail, construction in the area in front of Commons Hall, and buses being able to use that route.

The meeting concluded.