

MINUTES

UNIVERSITY MANAGEMENT COMMITTEE DECEMBER 15, 2016

ATTENDEES: Phil Phillips (chair), Gary Hanson, Rick Gibson, Marnie Mitze, Marc Goodman, Hung Le, Mark Davis, Edna Powell, Lauren Cosentino, Paul Lasiter, Bernice Ledbetter, Lee Kats

ABSENT: Rick Marrs, Michael Feltner, Donna Nofzinger-Plank

I. UNIVERSITY MANAGEMENT COMMITTEE CALL TO ORDER:

Vice President for Administration Phil Phillips called the University Management Committee meeting to order. The date was Thursday, December 15, 2016, in the TAC Lobby Conference Room – Malibu Campus. Dean of Student Affairs Mark Davis opened in prayer.

II. NOVEMBER 17, 2016 MEETING MINUTES

Upon the motion duly made and seconded, the minutes of the November 17, 2016 meeting were approved as presented.

III. FEE POLICY REVISION—Discussion

Three changes were proposed to the fee policy: removal of “application fees, graduation fees, and recreation fees” from the list of mandatory fees requiring review and approval by the University Management Committee; addition of the following to the list of fees and charges excluded from the policy: “fees or charges that do not impact student accounts. Examples include: recreation fees for equipment rentals, etc., International Programs visa fees, and application fees;” and a minor correction to the position titles of members of the fee subcommittee to reflect its current composition.

There was concern that excluding fees that do not hit student accounts would fail to fulfill the Committee’s responsibility to hold fees low. A suggestion was made to leave these fees in the policy as they appear—requiring review and approval—but presenting these fees to the Committee on a periodic basis (e.g. every three months), rather than every time a fee changes. A member proposed leaving the policy unchanged, with the understanding the Office of Financial Planning and the UMC Fee Subcommittee reviews each fee (even those not hitting student accounts), without each change coming to the full Committee. At this time, Director Ramirez left the meeting.

Dean of Student Affairs Mark Davis made a motion to approve the minor correction to the position titles of members of the fee subcommittee to reflect its current

composition while leaving the rest of the policy unchanged. The motion was approved and seconded.

IV. **PLANTING FOUNTAINS—Discussion**

Associate Vice President for Planning, Operations, and Construction Lance Bridgesmith and Director of Facilities Services Carly Mischke presented recommendations for retrofitting Pepperdine's fountains which, due to the drought, were voluntarily shut off in 2014. The Center for Sustainability's benchmarking research showed most California universities turned off some or all of their fountains as a temporary measure. Meanwhile, some municipalities transitioned fountains into planters.

Associate Vice President Bridgesmith provided the following recommendations:

- GSBM George L. Graziadio Fountain – Plant with kurapia plants, a drought tolerant ground covering currently being tested in Drescher. The Graziadio family and dean would be approached about this plan before action is taken.
- GSBM Graziadio Cascade Fountain – Add more rock and planters to fountain to simulate a streambed. This fountain poses no donor restrictions.
- Heroes Garden Fountain – This fountain was turned back on in November 2016. The recommendation was to leave this fountain on due to its intricate features. Evaporation at this location is minimal due to the shade provided by surrounding foliage. Advancement supports leaving this fountain on.
- CCB Monolith Fountains – Plant this fountain with potted plants. This fountain poses no donor restrictions.
- Crane Fountain – Plant to mimic cranes' native habitat. This fountain poses minor donor restrictions indicating the crane statues must remain in place.
- Joslyn Plaza Fountain – Preservation of water flow at this fountain was recommended due its community significance. Evaporation at this location is very high (about 18,000 gallons loss per month).
- RAC Sunken fountain – The recommendation was to turn this fountain back on. Evaporation at this location is relatively low due to shade.
- Gregg G. Juarez Smothers Theater Fountain – The recommendation was to plant this fountain and remove the spouts, placing tile over the holes.

Evaporation at this location is high due to constant pouring and direct sunlight. This fountain poses no donor restrictions.

- Lisa Smith Wengler Terrace Fountain – The recommendation was to turn this fountain back on and keep it as designed due to the donor’s presence and involvement. A member proposed discussing with the donor to suggest transforming this fountain into a planter.
- Black Family Plaza Classrooms Fountain – The recommendation was to plant this fountain and remove the spouts, placing tile over the holes. Evaporation at this location is high due to constant pouring and direct sunlight. This fountain poses no donor restrictions.

A member asked why reclaimed water is not used in the fountains. Associate Vice President Bridgesmith explained this is problematic due to the solids reclaimed water contains and would be aesthetically inferior. He will return to the Committee for approval of the final proposed plan for each fountain.

V. **DAN CARROLL MEMORIAL ROCK—Action Requested**

Associate Vice President for Administration Nicolle Taylor presented a plan to relocate Dan Carroll’s memorial rock due to construction of the Outer Precinct Residence Hall. The proposed plan was to relocate the rock, originally located in the front lawn between Morgan House and Dewey House, to the bench area in front of Banowsky House. Associate Vice President for Administration Taylor added that a memorial policy to help guide similar situations in the future will be developed in conjunction with Advancement and Design and Construction in the new year. At this time, Lance Bridgesmith, Carly Mischke, and Nicolle Taylor left the meeting.

A member made a motion to approve the temporary relocation of the Dan Carroll Memorial Rock. The motion was seconded and approved.

VI. **TELECOMMUTING—Action Requested**

Chief Human Resources Lauren Cosentino and Associate Director for Human Resources Sean Michael Phillips presented a final draft of the telecommuting policy. The policy is now split into a policy document and a procedure document.

A member suggested adding a clear statement to the policy stating final approval for telecommuting requests will be granted by Human Resources. The Committee concluded this policy will evolve on a case-by-case basis as different situations present themselves.

A member made a motion to approve the telecommuting policy with the minor change proposed. The motion was seconded and approved.

VII. **ADJOURNMENT**

There being no further business, the meeting was adjourned. Unless otherwise notified, the next meeting will be held on January 19, 2017.