

**UNIVERSITY MANAGEMENT COMMITTEE  
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JANUARY 21, 2016**

**MINUTES**

**UNIVERSITY MANAGEMENT COMMITTEE  
January 21, 2016**

**ATTENDEES:**

Phil Phillips (chair)  
Gary Hanson  
Edna Powell  
Bernice Ledbetter

Paul Lasiter  
Rick Gibson  
Mark Davis  
Donna Nofzinger-Plank

**ABSENT:**

Michael Feltner  
Rick Marrs  
Lee Kats  
Marnie Mitze  
Marc Goodman  
Hung Le

**I. UNIVERSITY MANAGEMENT COMMITTEE CALL TO ORDER:**

Vice President for Administration Phil Phillips called the University Management Committee meeting to order. The time was 8:32 a.m. on Thursday, January 21, 2016, in the TAC Lobby Conference Room – Malibu Campus. Chief Business Officer Edna Powell opened in prayer.

**II. MINUTES OF THE SEPTEMBER 17, 2015 MEETING:**

Upon the motion duly made and seconded, the minutes of the September 17, 2015 meeting were approved as presented.

**III. DRONE POLICY:**

Director of Insurance and Risk John Schwartz presented a proposed policy to generally prohibit drones on campus, and provided the Committee with background on drone law and its complex and quickly evolving set of regulations. He explained the proposed “unmanned” drone policy is written to cover students, faculty, and staff, and it is supported by a system of guidelines and considerations to address requests for exceptions. He shared examples of a few drone accidents across the country, such as drones intercepting fire-fighting helicopters, interrupting airplane routes, and falling in a football stadium, to highlight the importance of this policy.

During discussion, Executive Vice President Gary Hanson commented drones also pose a privacy issue and asked Director Schwartz to amend the policy to specify drones are banned from flying in and around University residences in addition to existing wording. Executive Vice President Hanson supported submitting Director Schwartz’ proposal for a prohibition of drones and a process of exception requests to the campus community for feedback.

Chief Marketing Officer Rick Gibson pointed out creative drone use is beneficial to his department, Integrated Marketing Communications. He therefore supported a broadly defined policy with room for exception requests. Executive Vice President Hanson

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suggested appointing a staff member from Student Affairs to become drone-certified to assist students who have a qualified purpose for use of a drone on campus.

Vice President for Administration Phil Phillips stated the Office of Insurance and Risk will solicit feedback about the proposed drone policy and its guidelines from the community, and present it to the Committee in a future meeting.

**IV. INTERIM HOVER BOARD POLICY:**

Director of Insurance and Risk John Schwartz presented a proposed policy for prohibiting the use, charging, or storage of hover boards on campus. He explained many campuses have placed a similar ban due to incidents of hover boards bursting into flames while being used or while charging. The issue has been traced back to poor-quality lithium batteries. Because of the susceptibility of the Malibu campus to wildfire exposure, the risk of hover boards causing fires is of major concern.

Executive Vice President Gary Hanson supported the ban and noted that the airline industry had the same problem with lithium, also banning hover boards from aircrafts. Similarly, he noted, Amazon no longer ships these items. Vice President for Administration Phil Phillips stated an interim prohibition policy was issued prior to this discussion because the administration felt strongly about the severity and frequency of incidents. Director Schwartz advised once manufacturers address the problem, the policy may be reconsidered. It was concluded the Committee will solicit feedback about the permanent hover board policy from the community and discuss it again in a future meeting.

At this time, Director of Insurance and Risk John Schwartz left the meeting.

**V. SGA FEE ALLOCATION CHANGE:**

Director of Financial Planning Greg Ramirez and Director of International Programs Greg Muger presented a procedural request to change the way revenues from Student Government Association (SGA) are allocated. Director Ramirez clarified students will not see a difference in the amount they pay (\$126 per term). Currently, three student agencies receive a percentage of the SGA fee revenue (25% SGA, 50% Student Programming Board, 25% Inter Club Council). The proposed change in allocation for International Programs (IP) students only is 25% SGA and 75% IP specific location agency account. This change will increase visibility of the funds by considering where each student plans to study and applying the funds appropriately. This change does not alter the fact that the funds are expended by student leaders in each international program.

At this time, Director Ramirez and Director Muger left the meeting and the SGA fee allocation change was approved as presented.

**E. CONSTRUCTION UPDATE PLAN:**

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Director of Design and Construction Austin Oakes showed the committee various renderings of upcoming construction projects including the new residence hall, the School of Law renovation, the Marie Canyon Debris Basin, the Calabasas Campus project, and the Payson Library renovation. Discussion of project elements ensued.

Phil Phillips discussed the value of this Committee's input on parking and impact mitigation strategies. As an illustration, Chief Marketing Officer Rick Gibson pointed out the parking considerations related to our Calabasas campus should be evaluated at the onset and through an evaluation period to capture experience, inform ideas, and responses. Executive Vice President Gary Hanson proposed using the University Management Committee as a source of creativity and brainstorming for incentives and responses to the community for adjusting to the disruption. He also suggested this item be brought back to a future meeting for further discussion.

**F. ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:28 am. Unless otherwise notified, the next meeting will be held on February 18, 2016.