

**UNIVERSITY MANAGEMENT COMMITTEE  
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FEBRUARY 18, 2016**

**MINUTES**

**UNIVERSITY MANAGEMENT COMMITTEE  
February 18, 2016**

**ATTENDEES:**

Phil Phillips (chair)	Rick Marrs
Edna Powell	Lee Kats
Rick Gibson	Marnie Mitze
Mark Davis	Marc Goodman
Donna Nofzinger-Plank	Michael Feltner

**ABSENT:**

Gary Hanson
Paul Lasiter
Bernice Ledbetter
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. General Counsel Marc Goodman opened in prayer.

**II. MINUTES OF THE JANUARY 21, 2016 MEETING:**

Upon the motion duly made and seconded, the minutes of the January 21, 2016 meeting were approved as presented.

**III. PARKING STRATEGY**

Director of Planning, Operations, and Construction Austin Oakes and Deputy Director of Public Safety Dawn Emrich presented a proposed parking plan for addressing displacement and other challenges during the upcoming construction projects. The parking strategy proposed displacement options for the visitor lot and for the School of Law employee lot, temporary parking considerations for people attending meetings in the Malibu campus from Calabasas, new permit assignments, and incentives for remote parking. Director Oakes and Director Emrich shared the benefits and drawbacks of each proposal, and Committee members expressed their comments and concerns. It was concluded it will be important to note the parking patterns and behaviors that begin to develop when construction starts to incorporate them into the parking strategy as well as to address any loss of use for the electric vehicle charging stations. Additionally, Vice President for Administration Phil Phillips asked Deputy Director Emrich to return to a future meeting with a finalized plan for proposed parking permit categories.

**IV. SCHEDULING SOFTWARE**

Director of Planning, Operations, and Construction Jordan Logan provided an update on the progress of the scheduling software implementation, reminding the Committee of her

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department's vision to streamline the process of scheduling spaces on campus to increase efficiency and the use of valuable resources. The scheduling software will allow University stakeholders to book rooms both for academic programming and meetings. It will also alleviate the need to contact several people for booking one room as well as create a central repository of space data for strategic reporting.

College Net, the software provider, was selected unanimously by a variety of stakeholders. Director Logan announced various focus groups will be held in order to gather community feedback before finalizing software implementation details. The production phase for University schedulers will begin on May 1, 2016. The program will be released University wide at the end of the summer.

Committee member expressed continued support for the initiative and for using the opportunity to evaluate current practices and implement strategic and needed changes to the status quo.

**V. BENEFITS RENEWAL FY2017**

Chief Human Resources Lauren Cosentino presented information on the University's benefits renewal for fiscal year 2017. Benefits renewal will happen on August 1, 2016. The goal is to move the University toward a 4-tier contribution rate, rather than the current 3-tier plan. Officer Cosentino showed the Committee a breakdown of the costs for both tiered options as well as sample average cost increases for each insurance carrier. She explained employees will pick up all but 2% of cost increases. Officer Cosentino also noted the Cadillac tax has been delayed two years, giving the University more time to prepare.

Seaver Dean Michael Feltner expressed concern about University coverage of benefits decreasing from 87% to 75% and what that could mean for retention and attraction of employees. Officer Cosentino is scheduled to return to the University Management Committee on March 17, 2016 to continue the discussion on benefits renewal.

**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 March 17, 2016.