



UNIVERSITY MANAGEMENT COMMITTEE
MINUTES

May 16, 2024

Attendees: Phil Phillips, Greg Ramirez, Jim Gash, Maretno Agus Harjoto, Nicolle Taylor, Sean Burnett, Thomas Knudsen, Danny DeWalt, Jay Brewster, Lauren Cosentino, Donna Nofziger Plank

Absent: Connie Horton, Lee Kats

I. UNIVERSITY MANAGEMENT COMMITTEE CALL TO ORDER

Executive Vice President and Chief Operating Officer Phil Phillips called the University Management Committee meeting to order. Lauren Cosentino opened in prayer. The meeting was held via Zoom on Thursday, May 16, 2024.

II. APPROVAL OF THE MINUTES

Upon the motion duly made and seconded, the University Management Committee minutes of the February 15, 2024 meeting were approved.

III. CONTINGENT INTEREST LOANS

Vice President and Chief Business Officer Nicolle Taylor shared an update on the University's contingent interest loan program that serves the purpose of recruiting and retaining key faculty and staff. The requirements and selection criteria were discussed along with a report of the number of loans issued in FY23 and FY24.

IV. FINANCE POLICIES

University Controller Katelyn Crowe presented proposed amendments to the existing University financial policies. She highlighted updates to the Travel and Entertainment, Purchasing, University Credit Card, and Responsibility for Expending University Funds policies, as well as an update to the exceptions to the financial policies. Additionally, a new finance policy was presented; the Sale of Goods and Services policy which requires online sales to be on a platform that collects and remits sales tax. The Committee discussed the amendment to the Responsibility for Expending University Funds policy at length which will allow faculty associations to purchase gifts with agency funds. Upon the motion duly made and seconded, the presented finance policies were approved, with the modification

to the Responsibility for Expending University Funds policy to allow for flowers to be purchased on a University credit card up to \$100.

V. TIME, PLACE, AND MANNER POLICY

General Counsel Tom Knudsen sought approval for a University-wide Time, Place, and Manner policy that outlines Pepperdine community members' freedom of expression without disrupting the educational process. Knudsen referenced the history of demonstrations at Pepperdine and the need for a written policy with the objectives identifying what is appropriate for demonstrations, deterring negative behavior, and achieving consistency in monitoring the time, place and manner of public displays of protest. A committee member raised additional questions regarding disciplinary action associated with demonstrations and a conversation ensued. Upon the motion duly made and seconded, the Committee unanimously approved the Time, Place, and Manner Policy.

VI. ADJOURNMENT

There being no further business, the meeting was adjourned. Unless otherwise notified, the next meeting will be held on June 20, 2024.