



UNIVERSITY MANAGEMENT COMMITTEE MINUTES

March 20, 2025

Attendees: Greg Ramirez, Jay Brewster, Jim Gash, Nicolle Taylor, Brittany Skinner, Danny DeWalt, Lauren Cosentino, Marento AgusHarjoto, Phil Phillips, Thomas Knudsen, Donna Nofziger Plank

Absent: Sean Burnett, Connie Horton, Lee Kats

I. UNIVERSITY MANAGEMENT COMMITTEE CALL TO ORDER

Senior Vice President and Chief Operating Officer Nicolle Taylor called the University Management Committee meeting to order. The meeting was held via Zoom on Thursday, March 20, 2025.

II. APPROVAL OF THE MINUTES

Upon the motion duly made and seconded, the University Management Committee approved the minutes of the September 19, 2024 meeting.

III. AMAZON LOCKERS

Director of Facilities Services and Campus Operations Marilyn Koziatek and Chief of Staff to the Executive Vice President and Associate Vice President for Administration Camila Bonavia provided an update regarding the expansion of Amazon smart lockers on the Malibu campus. Following the successful completion of the initial implementation phase, which garnered significant positive feedback from the community, plans are underway for a second phase of deployment. This expansion will include the installation of additional locker units at The Mountain parking structure and the George Page apartments. Funding for these additional locations has been identified and will be incorporated into the current fiscal year's budget.

IV. DRIVER POLICY UPDATE

Director of Emergency Services and Insurance and Risk Jonathan Weber, in conjunction with Chief of Staff to the Executive Vice President and Associate Vice President for Administration Camila Bonavia, presented a proposal to update the University's Driver Policy to capture a new category of drivers. Jonathan Weber shared an overview of the existing policy and the requirements to become a University-approved driver. He subsequently highlighted that the proposed updates incorporate a new category of sponsored drivers, including students who are required to operate vehicles for University-related activities. It was noted that the General Counsel has reviewed the proposed revisions and has expressed support for their implementation. Upon the motion duly made and seconded, the updated Driver Policy was approved as presented.

V. AED REPLACEMENTS

Director of Emergency Services and Insurance and Risk Jonathan Weber and Chief of Staff to the Executive Vice President and Associate Vice President for Administration Camila Bonavia presented a proposal to the Committee seeking approval for the replacement of the existing Cardiac Science Automated External Defibrillators (AEDs) currently deployed across the Malibu campus with Zoll AEDs. Jonathan Weber stated that the existing units are approaching the end of their designated shelf life and will be systematically replaced by the Office of Emergency Services. To enhance the efficacy of life-saving interventions, the University aims to standardize its AED equipment with the same brand utilized by local law enforcement agencies. The Committee engaged in a discussion regarding a phased replacement strategy to mitigate the associated financial implications. Following a duly made and seconded motion, the Committee approved the replacement of the existing AEDs with the Zoll AEDs.

VI. UNIVERSITY ADOPTION OF AI TOOLS

Chief Information Officer Jonathan See and Executive Director of Assurance and Advisory Services Carla Anderson provided the Committee with an update on the University's strategic approach to the adoption of artificial intelligence (AI) tools. The Committee engaged in a review of benchmarking data and best practices for AI utilization within higher education institutions, and further discussed the groups currently evaluating potential implementation strategies at Pepperdine University. Chief Information Officer Jonathan See elaborated on a Google Gemini pilot program involving various stakeholders across the University. A comprehensive discussion ensued regarding effective methods for

educating the University community on AI technologies in a manner that proactively mitigates potential risks. The Committee reached a consensus that a comprehensive business plan should be developed and subsequently presented for review and implementation. It was also agreed that this matter will be a recurring item on the Committee's agenda to ensure ongoing oversight and strategic development.

VII. ADJOURNMENT

There being no further business, the meeting was adjourned. Unless otherwise notified, the next meeting will be held on April 17, 2025.