AUA Board Meeting Minutes  
Wednesday, November 9, 2011  
239 Kaufman Hall

Present: Bev Forbes, Dan Hennelly, Kathy Kaplan, Tisha Paredes, Trey Mayo, Alice Jones, Jarin Cornish, Kathryn Boone, Tancy Vandecar-Burdin, Dan Campbell, and Ann Pettingill

1) Welcome.  
a) Bev welcomed all members to the Board meeting.

2) Approve minutes  
a) Minutes from the October 12, 2011 meeting were approved.

3) Budget – Bev Forbes reported for Meg Jones, Treasurer.  
a) Treasurer’s report as of November 9, 2011  
i) Balance:  
   (1) Income: $ 100.00  
   (2) Expenses  
      (a) Deans’ Panel refreshments $ 90.50  
   (3) Current draft balance as of August 24, 2011: $ 1,797.61  
   (4) Current share balance as of August 24, 2011: $ 26.87  
   (5) Total AUA Balance $ 1,824.48  

   ii) Membership  
      (1) Total membership 51  
      
b) New members from the Benefits Fair: 3

4) Recruitment letter for new AP faculty. Bev and Tisha developed a draft letter; Bev will send it out for review and comments.

5) Programs Committee Updates, Dan Campbell  
a) Deans’ Panel Update – October 27, River Rooms. This event went well – 60 persons attended; 8 no shows and 21 walk ups. Next year we should consider shortening the program – some people had to leave after an hour  
b) November. Karen Eck is handling the November program reservations for the Learning Commons and Student Success Center tour. There are 13 rsvps so far. Kathryn Boone and Sandy Waters will lead the tours.  
c) December 13 - tour of the College of Health Sciences  
d) January 11 – Vice President’s panel. This will be held at 12:30 at the Alumni Center. Bev sent the invitations out and has received acceptances from 6 of the 8 individuals invited so far.  
e) March. We have tentatively scheduled a second event with campus representatives to focus on the University’s new web page and on legislative initiatives.  
f) May. Dan is working on a program about the trees on campus.

6) Communications Committee/Web Updates – Trey Mayo was delayed.

7) Membership Committee Updates. No report.
a) A group of students put together a survey on the current and future use of Webb Center; brought the survey to the meeting and gathered responses from the group. Questions focused on current type and rate of usage of Webb; ideas about what members would like the building to be; use of collaborative spaces; location of retail and dining services; technology access. The group will return in a few months to present their data. This is part of preparation for a building program – new building scheduled for 2020.
b) 2nd agenda item: discussion on the allocation of space vacated by Accessibility Services. There are two competing needs: 1, Counseling Services needs more space and cannot hire for an open position because of lack of office space plus Health Center needs space for an additional position – these two suggested that the Counseling Relaxation Center and Health Center’s Wellness Education Section could be moved out of their spaces and merged in the open space; 2, Dining Services needs space for its support and operational work. Don Stansberry will sum up the opposing needs and submit to Dr. Neufeldt.
c) NEXT MEETING AGENDA ITEM: Council will look at Webb’s south mall: traffic flow, congestion, programming, ATM, etc.

9) Parking Updates. Jarin Cornish reported on the October 25 meeting. The University’s Parking Advisory Committee was transformed into the Transportation Planning Advisory Committee (TPAC). This group will focus on developing long term campus parking strategies.
   1. Current:
      a. Campus has transitioned from being primarily surface lot parking to garage parking. This trend will continue.
      b. Closing of Elkhorn. Best guess re date: mid-December 2011 to mid-February 2012. Lot 27 will close. New Diehn building construction will then start. 245 spaces will be lost.
      c. Closing of lot 20, in front of the library. Construction project (Engineering) scheduled to start May 2012. 317 spaces will go.
      d. Parking Services will be holding weekly feedback open house hours Tuesdays 5:30-6:30 to resolve problems for customers
      e. Other services and initiatives
         i. Faculty/staff carpool support. They’ve reserved parking spaces for carpools. See
             http://www.odu.edu/af/parking/transportation/Faculty_Staff_Carpool.shtm
             If you carpool
         ii. Campus is working with the local neighborhoods to increase the residential parking decals. Plan to help by letting community members purchase these decals here on campus rather than having to drive downtown
         iii. Garage Keepers in the garages (bright yellow shirts) are there to keep things clean and orderly, change bulbs, and ticket those who don’t belong.
         iv. They painted the ceilings of 4 garages, increasing illumination by 30%. They will work on replacing lights.
v. Shuttle routes were consolidated – now one Monarch loop. Ridership has doubled
vi. They are replacing cameras in the garages
vii. They created a parking lot made of felt fabric (installation, one day) at Killam and 47th
viii. They moved commuter parking out of garage E, the football garage and added more fac/staff spaces
ix. They sold perimeter parking permits to students for $75 per semester. Sold 900 permits. They hope to extend this to fac/staff. Their intent is to move students out of the core campus area.
x. Unlimited HRT rides for all 21,000 on campus: employees and students. Ultimately, they will send a file of all valid campus ids to HRT and students, faculty and staff can do a card swipe
xi. They are working on Van Pools

2. Upcoming or Possible:
   i. Construction of new Education Building, in lot 30 area. Possible project if accepted by state. May 2013?
   ii. Garage B: ALL spaces for faculty and staff
   iii. Garage A: ALL spaces to be metered.

3. Event planning. Parking Services’ Enforcement section is responsible for event support. Costs for management of event parking will probably increase.

10) Women’s Caucus Updates – Tancy Vandecar-Burdin. The Dean’s Panel turned out well and received a positive write up. The Caucus will explore collaborating with AUA on other events. In the Caucus’ Education and Program Committee, members are working on the Thriving Workshop for spring semester. Tancy asked about career paths for AP faculty. After some discussion, it was agreed that Bev would invite September Sanderlin to a Board meeting to talk about career ladders for AP faculty, the AP faculty handbook, and an AP faculty workshop. Dan Hennelly mentioned that HR’s Brenda Johnson is working on an idea to invite new AP faculty to the new classified staff orientation sessions which are held twice a month. The two groups would meet separately to learn about programs unique to each.

11) HLEA. Tisha reported that the Diversity Champion Award Committee is currently meeting to review nominations. They hope to name the winner after Thanksgiving. The association will be working on a coat drive and a family adoption program for its charitable activities this semester.

12) Employee of the Month Committee; Honorary Degrees Committee. No report.
13) Other. Bev thanked the volunteers who helped staff the Benefits Fair.
14) New Business. Bev reported that the association needs a table cloth with name and logo for effective identification at events like the Benefits Fair. The Board agreed that a table cloth should be purchased. Vendor names were provided to Bev.

Next meeting: Wednesday, December 14, 12:15 pm Kaufman 239.

Submitted by Ann Pettingill, Secretary.