1. Welcome
   a. Attendees: Jeffrey Bernard, Tina Blanks, Alberta Cook, Joe DiBattista, D.J. Gilliland, Justin Gotthardt, Joe Kane, Tom Kolenko, Alicia Landry, Mark Lawson, Debra Mahan, Erica Massicott, Tim Murphy, RC Paul, Pat Persaud, Patricia Roper, Edward Stafford, Bradley Zahn
   b. November 2015 minutes approval/edits

2. Announcements & Discussion Points
   a. Parking & Transportation updates
      i. Towing process for dedicated spaces
         • Stop inconveniencing the dedicated space driver.
           a. The driver should go park in visitor parking and not be charged.
           b. If they find an alternative spot for time being and they are issued a citation we will void it.
           c. Take a cellphone picture of the license plate on the car parked in your reserved space.
           d. We will send out the information on this process to the individuals with a dedicated space.
      ii. Fee for parking citation appeals
          • There has been a lot more paperwork with appeals since the merger and we would like to decrease this amount of work for SCAL.
            a. Appeals will be an online process starting in May.
               o They will be appealed and responded to online.
               o You will only have the advertised 14 days to appeal the citation.
            b. If appeal is denied, you should then also receive a fee.
               o It should then cut down on the amount of appeals sent in.
            c. Have a list posted online stating what is not an appealable offense.
               o If this does not deter people from appealing unworthy citations, then we will have the fee as penalty.
      iii. Community Engagement Sponsorship Request Form
          • Have received a lot of Community Engagement Sponsorships for BOB and it gets costly because we do the service for free.
            a. It used to be a first come, first serve basis, but we have created a form and want a vote.
               o The Committee will review these requests every month and choose the ones we see best serve the community.
            b. Once the financial limit has been met and we complete our good deed, we will be done for the semester.
            c. We will continue to work on the wording of the request form and then add it to the website. These forms will have to be submitted at least a month in advance.
      iv. Zagster (bike share)
          • Students and Faculty/Staff will be able to rent bikes at stations around campus to travel in the Kennesaw/Marietta area.
            a. We are trying to find the best locations on both campuses to have these bike stations.
            b. We would like to roll it out on Earth Day, but we are still working on dates.
            c. For students the first couple hours would be free and then pay when they get to the three hour mark and longer.
            d. Committee would like to know the demand for the service on campus.
               o Didn’t know the demand at Town Center, but they have been pleasantly surprised. You can share bikes between campus and Town Center and other locations.
          v. BOB service updates
             • We have shuttle route changes.
               a. We have started the new Town Point Express route.
                  o Route has been popular and uses our new BOB vans.
o It is on a time departure schedule from Town Point every 25 minutes.
  o We are trying to add a stop at the Social Science Building to help with the West Parking difficulties so they can park at Town Point.
  b. We have dedicated apartment community routes running every morning from 7am-11am.
     o Each apartment community has its own BOB bus running between the apartment and KSU.
   • Summer BOB service.
     a. We will be running BOB routes over the summer, we are just not sure what the exact hours will be.
   vi. Permit Direct
     • We will be changing the process for obtaining decals in which you won’t have to go to Card Services.
       a. Students will still have to make a selection and update vehicle information, but the permit will be mailed directly to their listed address.
       b. It will cut down on the grace period we provide currently with “open parking” because they will already have a decal the first day of school.
       c. Faculty/Staff will also make selections online but they will pick up decals in the card office.
   © Updates from Public Safety
     i. Having a full fire drill at 7pm in Building 3000 on Jan. 27th.
     ii. Questions regarding having AEDs on BOB buses.
        • What is the cost of having them and could we have people trained?
   © Updates from Card Services
     i. No updates at this time.
   © Updates from Marketing
     i. We are currently looking for a new hire in web design.
   © Faculty Senate Comments/Updates
     i. Think we are doing a good job because they have not received any complaints.
     ii. There was only a 17% decrease in citations for reserved spaces since the change to $300 fine.
   © Staff Senate Comments/Updates
     i. Looking for updates on a solution to traffic when leaving Marietta campus on to South Cobb Drive in the afternoon.
     ii. Process for departments having vouchers to pay for their visitors.
        • There is a form online you fill out to have the department pay for vouchers.
        • Talking about adding another visitor lot on the east side of Marietta campus.
   © SGA Comments/Updates
     i. No updates at this time.
3. Items from the floor
   © Student talking about his parking citations at the beginning of the meeting.
     i. He had parked in Premier Parking in Central Deck during “open parking” and also parked in carpool on Cartersville Drive.
        • Gave him the process of appealing a ticket and explained visitor parking is not included in “open parking”.
   © Talking about how a student wants parking spaces designated for 50+ because she can never find parking in the West Deck.
     i. We will stay away from designated parking for a certain group of people such as seniors and pregnant women.
   © Our guest spoke to us about adding a second EV space at each charging station.
     i. Giving electric vehicles an extra space gives them an added advantage to find parking on campus because it takes away from the rest of Faculty/Staff. We are paying for it.
4. Adjourn