



DIVISION OF
**ADMINISTRATION
& FINANCE**

OFFICE OF THE VICE PRESIDENT

MEMORANDUM

Date: November 12, 2019

To: Dr. Pamela Lanford, Chair
University Senate

Copies: Reka Montfort,
Exec. Secretary & Director
University Senate

From: Carlo Colella
Vice President for
Administration and Finance

Michele Eastman,
Assistant President & Chief of Staff

Subject: Planned Changes to Campus Transportation Advisory Committee

On July 1, I assumed organizational oversight of the Department of Transportation Services (DOTS). In just over four months, I have learned much about the organization, its operations and some of its challenges.

I write today about the Campus Transportation Advisory Committee (CTAC) to let you know that David Allen and I are continuing to discuss how CTAC can best advise DOTS and campus leadership on transportation and parking matters.

Attached is a draft document that clarifies the charge and outlines an amended structure for CTAC to better position this group to advise us as we embrace changing transportation trends and seek practical solutions to meeting the challenges of our urbanizing environment.

I provide this draft document today because I understand the Senate has requested information about changes to the appointment process ahead of your FY21 nomination schedule.

It is my understanding that, although listed on the Senate's "Councils|Taskforces" web page, CTAC is not a Senate Council. It has been a practice that some of its members are appointed by the Senate, and our intention is to continue to welcome participation by representatives of several University Senate Committees (Campus Affairs, Faculty Affairs, Staff Affairs); this will continue to support open communication with the Senate and key stakeholder groups. For other faculty and staff members, I prefer to receive recommendations from which I will select individuals to invite to join CTAC.

I envision UMD at the forefront of practical, sustainable transportation demand management practices, and see CTAC as an informed broad-based group to advise DOTS and support

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achieving this aspiration. CTAC will be most constructive for DOTS and the campus community by including individuals with knowledge and experiences who may inform strategies to reduce single-occupancy vehicle commutes to and from campus, positively impact local traffic congestion, and support sustainability and campus planning goals that free up land to accommodate future uses that better serve the university's core mission.

I would be happy to discuss these changes further. Please let me know if it would be helpful to schedule time to talk with you or your colleagues.

Attachment:

Updated Charge & Membership, Campus Transportation Advisory Committee

University of Maryland Campus Transportation Advisory Committee

The Campus Transportation Advisory Committee (CTAC) serves as an advisory group to the university administration, providing broad-based input from students, faculty, staff and visitors on matters related to parking and transportation services at the University of Maryland (UMD). CTAC reports to the Vice President of Administration and Finance.

CTAC also serves as the advisory body for the Department of Transportation Services in the student fee-setting process as required by University System of Maryland Policy (USM Policy VIII-2.50).

Membership

There are 16 voting members of CTAC, including three undergraduate students nominated by SGA, two undergraduate students nominated by RHA, two graduate students nominated by GSG, the chairs (or designees) of University Senate Committees on Campus Affairs, Faculty Affairs and Staff Affairs, two employees nominated by the University Senate, the Chair (or designee) of the President's Commission on Disability Issues, the Director of Facilities Planning (or designee), the Executive Director of the Alumni Association (or designee), and the Director of Conference and Visitor Services (or designee). Nominations are submitted to the Vice President for Administration and Finance as appointing authority.

Faculty and staff appointments are for two year terms. Student appointments are for one-year terms. Members are eligible to serve two terms.

Non-voting members include the Executive Director of the Department of Transportation Services (DOTS), who serves as chair of CTAC.

Meetings

CTAC generally meets four times during the academic year. In addition, DOTS holds an orientation for new members in early September. Additional meetings are scheduled as needed.

Records of Meetings

Meeting summaries are maintained and available to members for the duration of their tenure on CTAC.