University Transportation Committee  
July 25, 2011

Present:
Josh Kavanagh, Transportation Services Representative  
Celeste Gilman, Commuter Services  
Laura Davenport, SEIU 925 Representative  
Sean Wilson, ASUW Representative  
William Dow, ASUW Representative  
Stephanie Parkins, Commuter Services  
Alicia Halberg, Commuter Services, Guest  
Larry Kallahiki, UWMC Representative  
Mark Stanley, Student Life & Housing and Food Services  
John Schaufelberger, Faculty Senate Representative  
Chuck Treser, Faculty Council on Univ. Facilities & Services  
Sara Brydges, Commuter Services  
Nate Jones, Commuter Services  
Scott Baebler, Intercollegiate Athletics  
Steve Kennard, Real Estate Office Representative  
Luther Martin, WFSE Union Representative

Absent:
Peter Dewey, Facilities Services Representative  
Jean Garber, Member-At-Large  
Miranda Leidich, South Lake Union Representative  
April R. Millar, WSNA Representative  
Colin Morgan-Cross, GPSS Representative  
John Vinson, UWPD Representative  
Matt Weatherford, PSO Representative  
Jim Angelosante, Facilities Services Representative  
Bob Ennes, Health Sciences Representative  
Pamela Jordan, Faculty Senate Representative  
Charles Kennedy, Associate Vice President of Facilities Services  
Daniel Kraus, Member-At-Large  
Patty Riley, UWMC Representative

Welcome to New Members
Mr. Kavanagh introduced Ms. Alicia Halberg, Commuter Services’ new Student U-PASS Liaison. The focus for this position was originally very internal, this previous year turned a little more external, and has now swung back to being more internal-focused. He also welcomed Mr. Nate Jones, who will taking over for Ms. Gilman while she is on maternity leave. He also welcomed the new ASUW appointees, Mr. Sean Wilson and Mr. William Dow. Mr. Kavanagh thanked them for their commitment and expressed how nice it is to see ASUW represented in the summer months.

**ORCA Launch**

Stephanie explained that the faculty and staff U-PASS powered by ORCA launch is nearing its end; this group has been using the ORCA powered U-PASS since June. The U-PASS failure rate for ORCA has been less than 10% which is exceeding expectations in a great way. There have been a few issues with specific readers on buses and a few user errors, but for the most part things have gone smoothly thanks to a huge effort from Commuter Services and the Husky Card ID Office. Many users praised the communication efforts and organization of the transition. The next step is to hammer home the point that users must use their U-PASS within 60 days of receiving it in order to finalize the activation of their U-PASS. Right now Transportation Services’ communications team is working on ways to get that message out to the faculty and staff. Mr. Schaufelberger said that he thought email would be the most effective way to reach faculty and staff members and if and to direct them to visit the website in order to reactivate their U-PASS. Mr. Treser added that there are faculty members who spend their summer overseas and will not have access to email. Ms. Davenport added that the Resource and UW Today would be good places to send out messages; Ms. Parkins said that CS has already contacted them to help with messaging.

Ms. Parkins said that CS is also working on the student launch this summer. They are aiming to have the student U-PASS activated 9 days before the quarter starts, so long as the student is registered for Autumn Quarter 2011 classes. There will be posters, banners, signs on the mail trucks, and much more. All signage will feature Dubs as the mascot. Mr. Dow asked if students will have the same 60 day activation deadline; Ms. Parkins said that they will, so CS is encouraging them to tap-to-activate their cards immediately. If they do not activate it before mid-November, they too will have access to the Commuter Services website that will allow them to reactivate their U-PASS and have another 60 days to tap. Ms. Parkins said students can work with Ms. Halberg to let CS know of any additional ideas they have to get info to students. Student communication is the key to a successful launch and Ms. Halberg will be helping with that.

Mr. Kavanagh added that a future project will be to launch a transportation only U-PASS with a target start date of January and the committee will be hearing more about that soon.
Universal U-PASS Implementation

Ms. Gilman reminded the committee about all the work that students have done to launch and implement the universal U-PASS program. This change has gone hand in hand with the ORCA Launch.

Any student who does not fall into the population of students receiving a universal U-PASS (students who do not pay the Services and Activities Fee, SAF) will have the option of purchasing the U-PASS at the opt-in rate equal to the faculty/staff U-PASS fee. Ms. Gilman said there will be a large outreach effort to communicate to students including posters, banners, signage, etc… similar to what Ms. Parkins had mentioned before.

Mr. Kavanagh added that he feels very positive about the future of the U-PASS program and its ability to last, thanks to the efforts of the students and their work to create the Universal U-PASS. The students’ effort has been extremely helpful when negotiating transit contracts.

Impending Metro Cuts/Congestion Relief Charge

The King County Council is considering a $20 congestion reduction charge car tab fee in order to help prevent drastic cuts in Metro service. Mr. Kavanagh highlighted the proposed cuts and the negative impacts that would have on the UW commuting community. There have been no decisions made by the council yet.

Nine Month Appointments

Mr. Kavanagh said that Transportation Services has been looking at several of its current business processes and asking if they are the best way to operate. New items such as the universal U-PASS, and the ORCA launch, have got TS questioning business rules and how they traditionally do things. Mr. Kavanagh imagines that the committee will be a good source for guidance.

The first issue Mr. Kavanagh would like to discuss has to do with nine month appointments. TS must provide a University-supported transportation method for these employees. The problem lies in how they pay for their transportation pass or other products, such as permits. Because there is no way to bill them via payroll while they are outside of their nine months on campus, TS has allowed them, thus far, to accrue charges and then bill them when they officially start at the UW. This is not a great business practice. Mr. Kavanagh asked the UTC if Transportation Services should let these employees pay in advance for their transportation in the summer months or opt out of having transportation options.
Mr. Schaufelberger agreed with that method; his example was that if he’s gone during the summer, he wouldn’t want or need transportation options, and thusly would not want to pay them. On the flip side, if he was around and wanted transportation, then he’d have no problem paying for it. He sees no kickback from the faculty or the faculty senate to implement this new way of doing things. Mr. Schaufelberger said he didn’t think this was an issue that needed to be brought to the faculty senate. Instead an announcement could just be made stating the starting January 1, 2012 stating the new policy and directing this population to a website if they have questions.

Ms. Davenport agreed that the system would also work for the few staff members who might fall into that category. She also suggested using departmental listservs as a way to effectively communicate to departments about not only this change, but also the ORCA launch. Mr. Kalahiki added that in his experience most departments are happy to forward communications out to their own listservs.

**Additional Items**

None.

**Meeting adjourned.**