

Community College *of* Philadelphia

MEETING MINUTES Business Affairs Committee October 27, 2010 3:30 p.m., L1-09

Members Present:

Administration

Harry Moore
Jim Spiewak
David Watters (alternate)
Carol Whitney

Federation

Miles Grosbard
Robin Krefetz
Denis Michalski

Students

Kevin-Mike Hatchell
Shena Naver

Guests Present:

None

I. Call to Order

The meeting was called to order at 3:45 p.m.

II. Approval of Minutes

The Committee members reviewed the minutes. A motion was made by D. Michalski that the September minutes be approved with the following change: we will be seeking bids on preservation of the murals in the rotunda. H. Moore seconded the motion, all were in favor, and the minutes were approved with the noted change.

III. Old Business

Space Heater Policy: Discussion began regarding the electric heater policy that had been forwarded to everyone by J. Spiewak. C. Whitney noted that Student Affairs has numerous problem areas related to cold temperatures and especially during the winter months, this creates a problem with comfortable working conditions. R. Krefetz also noted that one of the rooms in her area has no source of heat at all. Both J. Spiewak and H. Moore indicated that there is a provision in the policy to address this: "Exceptions to this policy can only be made by the Assistant Vice President for Facility Operations or designee and only if extreme or unusual conditions exist." Facilities should be contacted to address these types of situations. Minor changes were made to the text of the policy, and the final version is attached.

Action: A motion was made by D. Michalski to approve the final version of the policy, R. Krefetz seconded the motion, and all were in favor. J. Spiewak will make the approved changes, and the policy will be forwarded to the Institution-Wide Committee (IWC) for action.

Smoking Policy: Discussion ensued regarding the smoking policy. J. Spiewak noted that during a prior meeting we had agreed to wait until College construction is complete before

we do anything “official” about a smoking policy. In the meantime, we will continue to work on defining clean air zones (as opposed to using the term “smoke-free” zones) and discussing other items such as signage. Education will be the key, and it was agreed that anything we do surrounding the designation of clean air zones will need to be publicized well in advance.

It was noted that many community colleges in the area, including Reading, Camden County and Montgomery County, have moved to no smoking on campus. J. Spiewak noted that Reading has the same problem that we do; namely, city streets running through the campus, so it is not possible to go “smoke free”. It was suggested that perhaps we change the signage from “no smoking” to “extinguish smoking materials here,” “clean air zone” or something similar; this is something that could be done now. D. Michalski noted that signs could be made using the College equipment. J. Spiewak will gather and forward to committee members all information from last year’s discussions regarding the smoking policy, and discussion will continue at the next meeting.

Action: J. Spiewak will gather and scan all of last year’s materials regarding discussions around the smoking policy and forward to committee members.

Bike Parking: It was noted that action regarding this topic, too, was tabled during a previous meeting until after campus construction is completed. H. Moore reported that he had submitted a report to the City earlier in the year indicating that we wanted more bike bollards but he has not heard anything back from the City. D. Watters asked if there is bike parking available at the Regional Centers, and H. Moore reported that there is designated bike parking at each of the three Regional Centers.

Discussion moved to motorcycle parking and issues with that. It was noted that once Counseling moves into their new area, the noise from the motorcycles might become an issue. After some discussion, it was decided that research should be conducted regarding what other colleges are doing about motorcycle parking. H. Moore indicated that he is attending a meeting at HACCC and since members of other community colleges will be in attendance, he will check with some of them to see how they are dealing with this issue, do they have specific policies regarding motorcycle parking, designated parking areas, etc.

Action: Research and discussion will continue.

IV. New Business

There was no new business.

V. Adjournment

The meeting adjourned at 4:30 p.m.

Minutes submitted by C. Whitney