

**COMMISSION ON UNIVERSITY SUPPORT
MEETING MINUTES
October 15, 2009
Burruss Hall, Room 325**

PRESENT:

Members: Leslie O'Brien, Chair, Jim McCoy (for Mike Coleman), Pat Rodgers (for Erv Blythe), Richard Stratton, Jim Tokuhisa, Guy Sims (for Ed Spencer), Sherwood Wilson, Sue Ott Rowlands, Amro Ahmed, James D. Arthur, Bradley Scott, Angela Hayes (for Betsy Flanagan), Tom Tillar, Brandon Carroll.

Guests: Linda Woodard

Recorder: Vickie Chiocca, Administrative Assistant

1. Approval of agenda

Leslie O'Brien called the meeting to order at 2:10 p.m. Agenda was approved.

L. O'Brien then introduced new commission member, Amro Ahmed, representative elected by the Graduate Student Assembly.

2. Announcement of approval of September 17, 2009 minutes

Electronic approval of minutes was announced.

3. Old Business

Election of vice-chair - L. O'Brien called for nominations for vice-chair. There being no nominations, L. O'Brien was nominated as chair for second term. Nomination was seconded and approved.

Faculty representative for Transportation and Parking Committee - Still do not have a representative; decided at last month's meeting to rotate representative among faculty and also discussed possibility of re-writing charge to also allow a staff representative to attend the committee meetings. L. O'Brien distributed a resolution for First Reading and asked for suggestions or comments to include in resolution for the next meeting. Sherwood Wilson recommended that as chair, L. O'Brien could appoint someone temporarily to serve as the representative. Tom Tillar stated it would be desirable to have one person to serve in this role, as there would be an accumulation of knowledge. S. Wilson agreed.

4. Reports from Committee Chairs/Representatives

Jim McCoy gave briefings to the commission on the work of the Building Committee and the Energy and Sustainability Committee. Both committees met in September. The Building committee had an update on capital projects, primarily parking structure and assembled a list of agenda topics for the year: development of campus

facility construction, ADA questions, steam and chilled water metering. None of the buildings are metered right now, but they [Facilities] are taking steps for metering in some buildings for energy conservation measures. Energy and Sustainability committee is geared on implementation of the Virginia Tech Climate Action Commitment (VTCAC) and discussion of Executive Order 82 (Greening of State Government). VT is a little ahead of the curve since we are already implementing some of the Governor's objectives. The Committee is also working on augmenting Policy 5505 (Energy Policy) to include Executive Order 82 items.

5. New Business

Transportation and Parking – the Commission did not have a representative to attend the first committee meeting. L. O'Brien reported that Jim Tokuhisa will attend the second meeting taking place this afternoon.

L. O'Brien is meeting with the chairs of the IT advisory councils and will report to the group in November to determine if the Commission would like to pursue reconstituting the Computing and Communications Resources committee.

Staggered faculty terms for the Commission was an issue that came up from last year because the Faculty Senate often doesn't appoint any one until fairly late in the year so we don't have people starting up for this commission, plus the fact that everyone's term expires at the same time. Suggestion was made to have faculty senate extend terms when they appoint a replacement to force the stagger. L. O'Brien has talked to President's office about this and will work with them to make certain that doesn't happen in the future.

Update on the revised smoking policy implementation was given by Linda Woodard: They have formed a small task force that's been looking at all the issues in implementing the smoking policy that was approved last year. The policy calls for prohibition of smoking within 25 ft. of building entrances, exits, and air intakes. The group has members representing athletics, facilities, human resources, student affairs, police department, and others. They are trying to identify all the implementation issues from their particular areas since there is a wide array of populations who make use of the campus, whether students and employees or all the members of the public who visit or attend events on campus. There are a number of fairly complex issues they've identified but are focusing initially on a couple of things: 1) Over the last month Facilities has been slowly working its way through the core of campus in moving smoking urns, so they are not located right outside building doors; 2) they are also working on plans for signage and expect to have some fairly small signs that say "No smoking within 25-ft. of the building". These will probably be delivered within the next couple of weeks and then will be placed on many of the doors. They are designed to be small since many building doors are older style, with small window panels; but they are small enough to be visible. That will be the first wave of signage. They've been waiting on mass communication until have these key pieces are in place. The only communication so far has been a brief announcement in the annual notice that went out in September

to all Faculty, Staff, and Students, that smoking policy has been revised. The working group has been looking at this and felt this is a really great opportunity to couple the changes in the smoking policy with information about health promotion and information about quit smoking programs that are available through the human resources employee wellness program and through the health education program in Shifflett for students. The task force members are looking at how they can parallel communications about policy with other information, of a positive nature, about programs available. There are other challenges with respect to signage on loading docks, since there are many vendors that come to campus not familiar with our policy, so they are aware there are many ways they need to look at communicating the smoking restrictions near buildings. Their focus the first year is on a “soft” implementation, primarily looking at how to raise awareness of the policy and opportunities to take advantage of some of the healthy programs versus a “hard” enforcement approach. With Sherwood Wilson’s agreement, the group decided to focus on education and awareness and use a phased approach. Discussion followed regarding designated smoking areas and promoting courteous behavior. There was further discussion on placement and number of signs and costs of moving urns. L. Woodard asked to send suggestions to her and she will share with the task force at their next meeting.

6. Acceptance of Committee Minutes

L. O’Brien noted the Transportation and Parking committee minutes were reviewed by members and accepted for filing.

7. Next meeting date/future topics

L. O’Brien reported that last summer she and Bradley Scott met with Lance Franklin, the Director of Environmental Health and Safety on campus and asked if members were interested in having him come to one of the Commission meetings to talk about safety initiatives across campus. Next meeting is November 19, 2009.

L. O’Brien asked if there were any other topics. J. Tokuhisa mentioned there was a power outage on Saturday morning for about an hour—would be worthwhile to discuss a notification system at a future meeting. The members expressed interest in this topic. S. Wilson recommended inviting Mike Coleman, Associate Vice President for Facilities and Mike Mulhare, Director of the Office of Emergency Management to present at a future meeting regarding this topic, as well as, the VT alerts protocol.

Meeting Adjourned at 2:45 pm.

Respectfully submitted,

Vickie Chiocca