COMMISSION ON UNIVERSITY SUPPORT
MEETING MINUTES
April 17, 2008
Burruss Hall, Room 325

PRESENT:
Members: Jan Helge Bøhn, Chair; Brian Mihalik; Sherwood Wilson; Scott Hurst and Mike Coleman; Guy Sims (for Zenobia Hikes); Martin Daniel (for Sharron Quisenberry); Judy Lilly and Pat Rodgers (for Erv Blythe); Mary Finn; Bradley Scott; Sue Ellen Crocker; Angela Hayes (for Betsy Flanagan); Vikram Narayan; Tom Tillar

Guests: Denny Cochrane and Stephan Capaldo

Recorder: Vickie Chiocca, Administrative Assistant

Jan Helge Bøhn called the meeting to order at 2:05 p.m.

1. ITEM
   a. The agenda was approved unanimously.

   J. Bøhn noted that new chair for the Commission on University Support (CUS) and the CUS representative to the Transportation Parking committee will need to be elected and added to next agenda. It was also noted that several members will move off the commission this term.

   b. There was discussion regarding the addendum to the March 20, 2008 CUS minutes, which included the electronic vote of resolution 2007-08B on change in membership of Energy and Sustainability committee. It was noted that there was a clerical error in the proposed language put forth to replace the current language. The current language reads: “Chair – President will appoint annually.” The incorrect proposed language reads “Chair will be elected annually from among voting members of the committee”; instead the proposed language should read, “Chair – President will appoint annually from among members of the committee.”

   The clerical error was noted and the resolution will be forwarded to the university council with the correction.

   The minutes were approved unanimously with correction to the resolution.

   B. Mihalik proposed to clarify the voting rights of “ex-officio” members as a New Business item for the next meeting.

2. REPORTS
   a. Energy and Sustainability Committee – D. Cochrane updated the commission on the February minutes approved by the energy and sustainability committee as well as their March meeting and progress to
date. He provided the commission with a hand-out, "Annual Report on University Sustainability Initiatives" and highlighted several of these, including improvements made in air emissions. A member asked if buses were natural gas. None are but plans are to switch to biodiesel fuel. There was also discussion of a better location than Burruss Hall as the transportation hub for buses. D. Cochrane said another location is being discussed. D. Cochrane summarized future opportunities as a comprehensive energy plan (to include behavior change) to be sent to all constituents on campus. The Campus Energy and Water Policy 5505 is also being updated. Discussion followed regarding cost savings and energy saving light sensors. Earth week is April 20-25, with lots of events on the Drillfield.

b. Transportation and Parking committee – M. Finn gave an update on the Transportation and Parking committee. She reported a correction to the proposed increase in parking permit fees: instead of an increase to $300-500/yr. it will probably be $100/yr per garage. Funding has not been approved yet. There are several suggestions under consideration for funding, such as top floors for faculty and staff, the other for students; a private company to build. M. Finn reported on the Smart Bus since last meeting an issue was raised on bus often being overloaded. The Smart Bus runs every 1 ½ hour to Roanoke (except nights and Sunday’s); and could run more if money available, it is more a commuter service to employees rather than an airport service. M. Finn will be rotating off the commission. Concern was raised over the parking fee increase for staff being too much. Suggestion was made to have increase costs paid by students, which would also encourage goals of energy conservation, decreased pollution, and increased bus usage. A question was asked regarding the project schedule for the parking garage. It is in design and has been approved by the BOV, with plans to begin construction in 12-18 months.

3. OLD BUSINESS
   a. Smoking restriction survey – Steve Capaldo, Legal Counsel was invited to provide commission with background information on Executive Order (EO) 41, Banning smoking in State Offices and Vehicles and the secretary of administration rules on smoking. He explained the secretary of administration promulgates rules regarding smoking. Smoking is permitted on state property, so it can’t be banned entirely on state property, mostly just inside buildings. He provided a handout on “Guidance for Executive Order 41” outlining the guidelines for smoking in state facilities, including institutions of higher learning. Smoking can be prohibited within 25 ft. of building, however, that would create an enforcement problem. Discussion followed regarding the state law, enforcement of a boundary, the non-smoking guidelines provided, and penalties for smoking inside buildings or within 25 ft. of entry/exit ways. There was discussion on whether to leave our current smoking policy as is or try to conduct the survey with the idea
to consider a 25 foot boundary for smoking from entry/exit ways. It was suggested to eliminate the “smoke-free” language from the survey, since legally we cannot totally ban smoking on campus. A suggestion was made to give people a courteous reminder of the current smoking policy. A suggestion was then made to send the survey and include a link to what the new policy might look like, by adding a paragraph to Section 3.1 Employee Work Breaks that would include language on the 25-foot boundary.

b. Computing and Communications Resources membership structure.

J. Lilly updated the Commission on the status of the Computing and Communications Resources (CCR) committee. The former committee was officially suspended due to limited participation. She explained the new proposed membership structure consists of faculty and staff that represent four areas. These four separate groups meet every other month and have representatives that really know technology. The whole group comes together and meets every other month. J. H. Bøhn asked for discussion on the question, “Do we restart what we already have or is there a need to have the new committee as part of the governance?” Discussion followed regarding this question. J. Lilly suggested discussing with Erv Blythe before the next Commission meeting. J.H. Bøhn commented that it sounds like what you have works. B. Mihalik voiced concern re: faculty participation and thought we need to route through the University Governance. J. Lilly stated these are policy committees and not budget committees. Since the time ran short, J.H. Bøhn recommended this as the first item of business on the next meeting agenda. J.H. Bøhn said he would speak with E. Blythe before the next meeting and said he did not want the structure here to replace what is working well. The old committee structure is available online at the University Council governance web site. B. Mihalik said he will review and draft a suggested membership. The CCR committee was an advisory committee when set up and it reports to the Commission on University Support.

Adjourned at 3:09 pm.

Respectfully submitted,

Vickie Chiocca