COMMISSION ON UNIVERSITY SUPPORT
MEETING MINUTES
November 15, 2007
Burruss Hall, Room 325

PRESENT:
Members: Jan Helge Bøhn, Chair; Erv Blythe; Sue Ellen Crocker; Bradley Scott; Spencer Joslin (for student government association); Martin Daniel (for Sharron Quisenberry); Mary Finn; Scott Hurst; Heidi McCoy (for Jim Hyatt); Sherwood Wilson; Tom Tillar; Christine Kastan (via phone).

Also present: Vickie Chiocca (Administrative Assistant)

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

AGENDA:
The Agenda November 15, 2007 Meeting agenda was unanimously approved by the Commission with one addendum added by Sherwood Wilson: a resolution for appointment of the new Executive Director of University Planning, Design, and Construction to the University Building Committee.

MINUTES OF THE PREVIOUS MEETING:
The Minutes of the October 18, 2007 meeting were approved by the Commission.

NEW BUSINESS:
A Resolution for Appointment to the University Building Committee. A Resolution for Appointment of the New Executive Director of University Planning, Design, and Construction as Member of the University Building Committee was presented by Sherwood Wilson for approval by Commission. The Commission voted and approved unanimously.

REPORTS:
Report from the Parking and Transportation Committee. Mary Finn updated the Commission on the TPC, reporting that the committee continues its revision of the Bicycle and Personal Transportation Device policy. They are also working on Parking Appeals hearing committee membership, asking for student representation.

Report from the Computing and Communications Resources Committee. Erv Blythe reported on efforts to reconstitute the Computing and Communications Resources Committee, since the previous committee “died from lack of interest.” He presented a committee structure where he identified people representing a cross-section of the university, while looking for subject matter experts who could contribute in a significant way to University IT. Erv asked for input. There was some discussion on the committee make-up and the need to follow guidelines for the committee structure to ensure there is faculty, staff, and student representation. Erv agreed to check on staff representation.
OLD BUSINESS:
Review of membership of Committee on Energy and Sustainability.
Sherwood Wilson reported on the membership for the Energy and Sustainability committee that has been in process with plans to meet in January. Denny Cochrane, facilities representative on the committee is working on obtaining the four faculty representatives for the committee. In addition, the University Building committee will have their first meeting tomorrow, on Friday, November 16, 2007.

Smoking policy revision. Martin Daniel shared a thorough summary and references that he prepared on the “Impact of Smoking and Second Hand Smoke” that demonstrates significant physical and financial impact related to smoking and second hand smoke.

Sue Ellen Crocker provided a revised smoking survey for review by the commission. A discussion followed with several revisions that Sue Ellen will prepare ahead of the next meeting. As part of these revisions it was agreed to provide a link to the current smoking policy and to add the question, “Do you smoke?” along with follow-up questions on smoking policy and smoking distances from building entrances.

There was also discussion on sending the survey through the mail for staff that does not have computer access for an online survey.

Chair Jan Helge reminded the commission that President Steger would prefer a “phased in” approach if the university governance decides to implement a “smoke-free” campus policy. This would require a human resources campaign to go along with such a policy. In addition, the purpose of this survey is to vet public opinion versus obtain a specific policy endorsement.

It was also suggested that Susan Walton with the Center for Survey Research review the survey first before final approval.

Sue Ellen agreed to redo the survey for the commission and Susan Walton to review.

Next Meeting. The next meeting is scheduled for January 17, 2008.

Adjournment. Motion to adjourn made and seconded at 3:05 pm.

Respectfully submitted,

Vickie Chiocca, Administrative Assistant to the Vice President for Administrative Services