Commission on University Support Minutes
September 21, 2006

Attendance: Jan Helge Bohn, Chair; Tom Tillar; Bradley Scott; Mary Finn; Sharron Quisenberry; Angela Hayes (for Betsy Flanagan); Mark Widdowson; Denny Cochrane; Pat Rodgers; Christine Kastan; Sue Ellen Crocker; Matt O’Leary; Kurt Krause; and Guy Sims

Meeting convened at 2 PM by Jan Helge Bohn

Agenda: September 21, 2006 agenda approved unanimously

Minutes: May 11, 2006 minutes approved unanimously

Introduction of new members

Chairman Bohn discussed the process for recording the minutes and solicited volunteers for the task. Guy Sims volunteered with unanimous approval from the members.

Chairman Bohn shared that he met with President Steger on September 6, 2006, and broadly discussed the goals and objectives for 2006-07. The key item was to seek input from the VPs and Deans based on the items listed in the CUS Charge.

New Business

The Commission discussed various topics for consideration this year to include the following:

- Smoking Policy: Kurt Krause suggested CUS review the University Smoking Policy concerning smoking outside of University buildings. Many areas have ash receptacles they are often placed right next to door where smoke can be sucked through open doors. Smoking should be permitted at locating sufficiently far away from doors that smoke does not get sucked inside when doors are opened.

- Parking Garages: Sufficient parking and the location of sufficient parking continues to be an issue. Kurt Krause said that the university identified a need for a lot of additional parking, and has obtained the authorization from the Commonwealth to build parking garages. Funding for building parking garages is not provided by the Commonwealth and will require an increase in parking fees. The Commission understands the need to review the fee structure and that this would be a good task for the Transportation and parking Committee which reports to the CUS.

- Standard Publication Boxes: Kurt Krause addressed the current situation around campus. We have multiple containers for public newspapers, the Collegiate Times, magazines, job market information, coupon booklets, real estate advertisements, etc. The containers are in different dimensions and colors, with some chained to lamp posts or other secured campus fixtures. In the past, there have been conversations on the possibility on
establishing a standard container system that would meet the needs of the publishers as well as provide an attractive container that would better blend in with the university architecture and landscape. Kurt suggested that he could provide CUS with a brief presentation at the October meeting. A motion to have a brief presentation at the Oct. 19 CUS meeting was approved unanimously.

- Fringe Benefits Rates: Mark Widdowson has concerns on the process the university uses to change the rates, the timing of those changes and how it gets communicated to the university community. The focus here involves research grants. Kurt suggested we ask the appropriate individuals from research/sponsored programs, human resources, and the budget office to meet with the Commission in the future. Unanimous agreement. Denny Cochrane will set this up.

- Committee on Computing and Communications Resources: Sue Ellen Crocker voiced a strong concern to have this committee again. Apparently, this committee has served a very useful purpose in the past but in recent years has not been active. According to the “Bylaws of the University Council”, this committee reports to CUS. While there have been significant improvements in this area, Kurt Krause mentioned that the recent August 21st Crisis revealed a further need to review our procedures of communicating during an emergency. Chairman Bohn made a motion to have the Vice president for Information Technology meet with CUS at the Nov. 16th, 2006 meeting, to have a conversation regarding the future of the Committee on Computing and Communications Resources. This motion passed unanimously.

- Golf Carts: Kurt Krause recommended that we have the Transportation and Parking Committee formulate a policy for the use of Golf Carts on campus. Given the shortage of parking spaces and the difficulty in getting across campus quickly to attend meetings by our senior leadership, many feel it made sense to look into this alternative method of transportation as a viable option. CUS was not sure if there is a current policy. A motion for the Transportation and Parking committee review on if it exists, or if one does not exist, look into formulating a draft policy. Approved unanimously.


Meeting adjourned @ 3:10 PM.

Respectfully submitted,

Dr. Guy A. Sims