

Business Affairs committee

L1-09 Library Conference Room

Wednesday, November 18, 2009
3:30 PM

Agenda

1. Call to Order
2. Attendance
3. Approval of Minutes
4. Old Business
 - i. Report on Sub-committee on Smoking Policy
 - ii. Space Heater Policy
 - iii. Discussion on energy savings and educating the College community
5. New Business
6. Adjournment

Attendees

- Jim Spiewak
- Denis Michalski
- Harry Moore
- Margaret Stephens
- Robin Krefetz
- Carol Whitney
- Cynthia Reid
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Action Items

- Harry Moore to provide copies of the Energy Performance Report for the next meeting
- Robin Krefetz will record the minutes at the next meeting

- The meeting was called to order at 3:30 PM
- It was noted that a quorum was present for the purpose of conducting business
- It was motioned and approved to approve the minutes of the meeting of 10/28/09 without amendment.
- Jim Spiewak informed the committee that the IWC would be reviewing the ID policy at their next meeting
- Jim Spiewak asked Margaret Stephens to brief the committee on the survey work being done by the sub-committee on smoking
 - Margaret reported that the team had taken photos of all entrances and the 20' radius from those entrances.
 - Jim Spiewak commented on taking photos of some of the no smoking areas and at a larger radius than the currently mandated distance
 - It was noted that the No Smoking control signs at the Mint 17th St. entrance appear to be out of place and should be reset. Harry Moore indicated he would have Environmental Services look into the issue.
 - A general discussion ensued regarding the direction that should be taken with respect to modifying existing arrangements or advocating total ban on smoking. There was no resolution.
- Jim asked Harry Moore to comment on the College Temperature policy. Harry indicated that he had not received any comments from when the draft document had been presented to the committee. Harry indicated that there has been a defacto implementation of part of the policy as it concerns portable space heaters as Purchasing is getting requests to buy the underdesk infrared heater panels.
- Margaret Stephens began the discussion on energy savings and educating the community. She is under the impression that not all classrooms and labs at the main campus are under lighting control. Harry Moore stated that to his knowledge all classrooms and labs had been retrofitted or constructed with the controls and if Margaret would forward the information on the rooms she observed he would follow up to ascertain their status. Margaret enquired if there were energy controls on the computers throughout the College. Harry responded that he was unsure if energy saving controls have been implemented on College computers. Margaret asked if there were reports that the committee can read with respect to some of the energy saving measures the College has implemented over the past few years. Harry Moore stated he would provide copies of the Performance Value Contracting report at the next meeting.

The next meeting of the committee will be December 16th @ 3:30 PM Rm L1-09
Motioned and seconded the meeting was adjourned