

Community College *of* Philadelphia

MINUTES

Business Affairs Standing Committee

Wednesday, September 9, 2015

3:30pm

Library Conference Room

- I. Call to Order-** The meeting was called to order at 3:35pm.
- II. Attendance**
Administration: Jim Spiewak, Chelsea DiCarlo, Harry Moore, Carol Whitney, Eloise Hall (A), Todd Murphy (A), Agnes Trummer (A), David Watters (A)
Federation: Kristy Shuda McGuire, Miles Grosbard (A), Cynthia Reid (A)
Students: Shayla Roberson, Sean Cassidy, Ronald Croker
- III. Election of Chair**
A. Jim Spiewak explained to the committee that the first order of business is to elect a chairperson(s). Jim briefed everyone that for the past few years the committee has elected co-chairs. He opened the floor to nominations for the post. Miles Grosbard nominated both Kristy Shuda McGuire and Jim Spiewak. Harry Moore seconded the nomination. There were no other nominees and by unanimous vote both nominees were reelected to serve as co-chairs of the committee.
- IV. Old Business**
A. Minutes from May 13, 2015 were not available to approve. Kristy will follow up with Cathy Blaine.
B. Jim Spiewak briefed the committee on past years' accomplishments of the committee.
C. Kristy Shuda McGuire briefed the committee on the progress of the Legacy Smoke-Free and Tobacco-Free Community College Grant received last spring. Kristy explained that this grant will have a second round of funding for which she would like to apply. The initial thrust of the project is focused on placing signage to encourage smoking cessation. A question was asked about whether a smoking shelter would be provided and answered that it was not in plans to support the installation. Rick Frei and his students will be conducting a smoking survey this semester and presenting the results at a conference on Tuesday, November 24th.
D. Miles Grosbard asked about the status of the Presidents' Climate Commitment. It was explained that the President still has the document under review.

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V. **New Business**

- A. Miles Grosbard asked whether the College would undertake the renewal of the US Green Building Council membership, as the membership could no longer be complimentary. Jim Spiewak asked Miles to forward him the materials.
- B. Jim Spiewak brought to the committee's attention the need to amend the Identification Card policy of the College due to upcoming changes to admittance procedures. Jim will work on suggested changes to the policy.
- C. Kristy Shuda McGuire reminded the committee that last year there were several guests invited to the committee meetings to speak on relevant topics. The committee was in general agreement that this practice continue. Suggestions for speakers can be forwarded to Kristy.

VI. **Adjournment**- A motion to adjourn was made and seconded at 4:10pm.