

Community College *of* Philadelphia

1700 Spring Garden Street
Philadelphia, PA 19130

Student Affairs Standing Committee
MEETING MINUTES
January 23, 2013
3:30 p.m.

Committee Members Present:

Administrative Appointees

- Larry Arrington
- David Greene
- Ronald Jackson

Federation Appointees

- Ellie Cunningham
- Jaime Gusrang

Student Appointees

- Cindy Ngo

Alternates and Delegates Present:

Administrative Appointees

- Nikki Sarpolis

Faculty Appointees

- None

Student Appointees

- None

Guests Present: Charles Schaffner, Manager, Safety and Security

I. Call to Order – 3:40 p.m.

II. Approval of Minutes – 11-28-12

The minutes were unanimously approved.

III. Old Business

a. Student Handbook

The Handbook is being revised to better meet Middle State standards and requirements.

b. Policy and Procedure #5 – Attendance, Withdrawals and Grade Reporting

A committee member that was going to discuss a similar policy at his previous community college was unable to attend the entire meeting. The group will revisit this at the next meeting.

IV. New Business

a. Campus Safety and Security

Our guest speaker gave the group a handout of a presentation describing the role of Safety and Security at the College. This presentation is shown to new hires, international students and some faculty members.

The new office space for Safety and Security is on the ground floor of the Mint Building. Security personnel will be able to see what is happening at all 24 cameras on Main Campus – two 32-inch monitors, 8 screens per monitor, rotating three times. If alarms sound at specific locations, that area will automatically come up on the screen.

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Three different camera systems will move to two in the new space. The LED monitors in the Athletics Center and Security can display any emergency message. Trying to get monitors in every building, but budget is an issue.

Other safety measures: Lynx system – red keys on keyboard – Security will respond immediately. Alertus – yellow box on buildings – upgrades will allow Alertus and e2campus to be connected to TV monitors.

The Emergency Response Management Team meets once a month. A mock drill may take place at NERC in May. The Safety Committee, which discusses issues and happenings on campus and in the neighborhood, meets once a month. Mr. Schaffner also belongs to the Spring Garden Safety Committee, a neighborhood organization that discusses concerns or issues. The members include representatives from the Franklin Learning Center and SEPTA, as well as school principals and safety staff.

Call 8111 or 5555 for campus emergencies. If there is an emergency on campus, call the Safety and Security office first for assistance.

V. **Middle States Feedback – Nikki Sarpolis**

Members of her Middle States subcommittee, Standards 2,3 and 7, have been asking Standing Committees a few questions: How does this committee influence policy or planning, and how do you view this committee as part of a College-wide planning process?

- We are a group that has more of an impact on policy than planning
- sometimes the Standing Committees can be too involved, and some things take too many steps to solve or adjust – too many layers at times.
- since we are here to discuss improving the lives of students in any way possible, this committee still has a conversation about an issue that may not be under our purview. We then take this information to the correct committee. Discussions here bring issues and ideas to light.
- more interaction with other Standing Committees would be helpful – if chairs could meet – increase communication and increase the knowledge and understanding of all Standing Committee members.
- idea of this planning process is good, and it involves faculty, staff and students.

VI. **Adjournment**

The meeting was adjourned at 4:19 p.m.