

# Community College of Philadelphia

*The Path to Possibilities™*

Business Affairs Standing Committee

Tuesday, October 23, 2007

3:30 pm

## Committee Members:

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Jim Spiewak, Chair	Administrative Appointment	X
Eloise Hall	Administrative Appointment	X
Harry Moore	Administrative Appointment	X
Carol Whitney	Administrative Appointment	X
Dawn Sinnott	Administrative/Alt Appointment	X
Regina Carbone	Administrative/Alt Appointment	
Dave Watters	Administrative/Alt Appointment	
Waverly Coleman	Administrative/Alt Appointment	X
Judy Davidson, Chief Delegate	Federation Appointment	X
Eloise Hickerson	Federation Appointment	X
Neil Wells	Federation Appointment	X
Denis Michalski	Federation Appointment	X
Faith Watson	Federation/Alt Appointment	X
Cynthia Reid	Federation/Alt Appointment	X
Kevin Truong	Student Appointment	X
TBD	Student Appointment	
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*A quorum is considered to be a majority of the committee membership.  
Since one student appointment has been made there are a total of 9 official  
appointments. 13 members were present, a quorum was established*

## Old Business

1. Review minutes from the September 26, 2007 meeting.
  - a. Minutes accepted
2. Review of the minutes regarding noncredit ID card issues
  - a. A summary of ID Card Discussions was provided to the committee. This summary referenced meeting dates 10/05/2006, 11/05/2006, 12/13/2006 and 4/18/2007.

- b. This summary documented the committee's efforts from outlining the problem, gathering information, input from the Deans and the Cabinet through actual policy revision.
  - c. The decision to make NC student IDs elective and available for a fee of \$10 was made at the Cabinet level, this committee's responsibility was to revise the policy accordingly.
  - d. It was agreed that this summary adequately responded to any questions regarding possible outstanding NC ID card issues.
3. Elevator usage issues
- a. Jim Spiewak talked with Security and Tom Hawk to clarify the intent of Security personal monitoring elevator usage.
  - b. It was emphasized that the intent is not to intimidate or prohibit anyone from using the elevators. The primary purpose is to advise students about alternative access routes.
  - c. Discussion of alternative methods that could be explored evolved (especially when escalators are not running):
    - i. Sending announcements through the portal
    - ii. Run a public announcement on the TV screens on a regular cycle
    - iii. Add an announcement to escalator barriers indicating that it is dangerous to use the escalator when it is not operable.
  - d. Security is purchasing new barriers that can be secured over the end of the escalators to prevent access when not operable.
  - e. Escalators in Bonnell will be replaced with staircases during the new construction project.

#### Old Business

- 1. A request has been made to sample the air at the NERC due to illness.
  - a. This request is referred to the safety committee.
- 2. Keys
  - a. Retired employees are requesting keys to use computers in the West building.
  - b. This request was originally sent to College Council. Discussion will be tabled pending further information.

Adjourn 3:45 pm.

#### Next Meeting:

Nov 27, 2007	Dec 2007 – TBD	
Jan 22, 2008	Feb 26, 2008	Mar 25, 2008
April 22, 2008		