

Community
College
of Philadelphia
The Path to Possibilities.

Meeting Minutes

Business Affairs Committee

March 25, 2009

3:30 p.m., Room L1-09

Committee Members in Attendance:

Eloise Hall, Wei Hou, Robin Krefetz, Brian McClinton, Denis Michalski, Harry Moore, Nester Sorrano, Margaret Stephens, Carol Whitney

Guest Present:

Mr. Charles Carmalt, City Pedestrian & Bicycle Coordinator

I. Call to Order

The meeting was called to order at 3:30 p.m.

II. Approval of Minutes

A motion was made by D. Michalski to approve the January minutes. A correction was made to the spelling of Nester Sorrano's name. All were in favor, and the minutes were approved with the noted change.

III. Old Business

College ID Policy: The committee reviewed the revised language to the College ID policy. It was agreed that the language referring to the request for a second card was correct. B. Mc Clinton asked if a card that had been reported lost and replaced could be re-activated after a second card has been issued. H. Moore responded that this was not the policy. M. Stephens suggested changing the wording of the third paragraph for clarity and combining the fifth and sixth paragraphs.

Action Item: H. Moore moved that we accept the modifications and C. Whitney seconded. All were in favor, and the changes were approved. The revised policy is now ready to be sent to the IWC.

Space Heaters: H. Moore suggested that this be discussed at the next scheduled meeting. All agreed.

Smoking Policy: H. Moore distributed a schematic of the Main Campus to allow the committee to review possible areas for smoking shelters. It was mentioned that if the College adopts a no-smoking policy on campus, smoking shelters would not be needed. C. Whitney asked if a survey regarding smoke free areas had been published in the Vanguard. N. Sorrano reported that S.

Zayan had presented it for discussion, but nothing had been published. R. Krefetz felt that it would be best to establish designated smoking areas and not make this a non-smoking campus. N. Sorzano thought that without someone to monitor the area, it would be difficult to enforce designated smoking areas on campus.

1. **Action Item:** It was suggested that the committee review the schematic to identify possible locations for the smoking shelters. It was agreed that we would continue the discussion at our next meeting.

Bicycle Parking and City Bicycle Sharing Program: Mr. Charles Carmalt, City Pedestrian and Bicycle Coordinator, was the invited guest. He described the different methods for bicycle parking. The inverted "U" and bicycle cage were two of the methods discussed. M. Stephens inquired about the most efficient design for space and safety. Mr. Carmalt responded that linking together 8 to 10 "U" racks would be the best method.

The bicycle cage is a popular method used in Boston. A small fee is charged for this service. D. Michalski asked if the College would be required to purchase the cage. Mr. Carmalt was not sure, but would inquire.

Also mentioned was the ribbon rack. According to Mr. Carmalt, one of the problems with the ribbon rack is that it is easy for bikes to fall over. B. McClinton mentioned that another problem is the possibility of bikes being locked together.

Mr. Carmalt also described the bike-sharing program which is similar to car-sharing. With bike sharing you do not have to return the bike to the original station. Typically, with the bike sharing program there are eight bikes to one parking space.

Although the meeting adjourned at 5:00 p.m., some of the members elected to stay and continue the discussion. Mr. Carmalt offered to be available for additional questions if needed.

IV. Adjournment

The meeting was adjourned at approximately 5:00 p.m.

Minutes submitted by Eloise Hall