

Community College *of* Philadelphia

AGENDA

Business Affairs Standing Committee

Wednesday, October 8, 2014

3:30pm

Library Conference Room

- I. Call to Order**
- II. Old Business**
 - A. Approval of Minutes from September 10, 2014
 - B. Update on P&P 204 Petty Cash Usage
 - C. Update on P&P 151 Smoke-Free Buildings Policy
- III. New Business**
 - A. Amna Rizvi, Health Communications Specialist, Philadelphia
Department of Public Health
 - B. Webinar: "Creating and Reinforcing Tobacco-Free Environments at
Colleges and Universities"
 - C. Legacy's Smoke-Free and Tobacco-Free Community College Grant
Initiative:
[http://www.legacyforhealth.org/what-we-do/community-
initiatives/kick-start-your-smoke-free-campus-initiative](http://www.legacyforhealth.org/what-we-do/community-initiatives/kick-start-your-smoke-free-campus-initiative)
 - \$5,000 grants available for up to 100 public community colleges
 - November 6th deadline
 - D. Next Meeting: Wednesday, November 12
Guest: Cara Ferrentino, Planner/Analyst, Mayor's Office of
Transportation and Utilities
- IV. Adjournment**

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Meeting Attendance

<u>Administrative Appointees</u>	<u>Administrative Alternates</u>	<u>Faculty Delegates</u>	<u>Faculty Alternates</u>	<u>Students</u>	<u>Student Alternates</u>	<u>Guests</u>

List all in attendance - members and/or alternates absent for the meeting should be noted included and noted in *italics as absent*.