

**COMMISSION ON UNIVERSITY SUPPORT  
MEETING MINUTES  
October 16, 2008  
Burruss Hall, Room 325**

**PRESENT:**

Members: Bradley Scott, Chair, Joyce Rothschild, Leslie O'Brien, David Ford, Mark Helms (for AVP Facilities), Debra Stoudt (for College Deans), Guy Sims (for VP Student Affairs), Tom Tillar, Angela Hayes (for VP Development/Univ. Relations), Pat Rodgers (for VP Information Technology)

Guests: Scott Hurst and Matt Gart (University Architects); Sue Ellen Crocker (Career Services)

Recorder: Vickie Chiocca, Administrative Assistant

1. **Bradley Scott called the meeting to order at 2:05 p.m.**
2. **B. Scott said the minutes from the September 18, 2008 meeting were approved by electronic vote and asked if there were any comments.**

There were no comments.

3. **Old Business**

Update on newspaper distribution boxes – Scott Hurst and Matt Gart from the University Architect office updated the commission on the newspaper distribution boxes project (ongoing from the previous commission) and presented a handout “Campus News Racks—Summary of the Existing and Proposal for Replacement.” His office reviewed 27 existing newsbox locations for purpose of moving to a campus standard. The final page of the handout included a sample picture of the integrated box style that was chosen and showed they were consolidating to 14 sites (proposed sites included with the handout). There is a combination of paid and free publications. The cost for the initial installation is about \$30,000.00. Scott stated that moving to the standardized newsboxes would require an administrative policy update rather than any type of formal resolution. There should be no legal issues with mandating the use of the proposed boxes as long as all vendors are treated equally. Roanoke Times distributes papers and may act as liaison with other vendors. Vendors which charge customers for publications would be responsible for maintaining boxes for papers they distribute. Scott stated the university would need to find funds for initial costs and that the boxes would need to be competitively procured. The primary impact for reducing litter would be the fact that the new boxes are not scattered around campus and would be in a consolidated location. The boxes will be uniform in appearance and the new policy would prohibit the unauthorized placement of boxes (eliminating chaining of boxes to lamp posts, etc.). As long as the commission

is supportive of the proposal, the next step is to discuss with Sherwood Wilson, VP for Administrative Services.

**Resolution 2008-09A for Appointment of the Energy and Sustainability Coordinator as Ex Officio Member of the Energy and Sustainability Committee – 2<sup>nd</sup> Reading and vote**

Motion was made to vote for approval of Resolution 2008-09A on 2<sup>nd</sup> reading. Motion approved and seconded, passed unanimously.

**4. New Business**

**Election of CUS Vice-Chair for 2008-2009.** Bradley Scott asked if there were any volunteers or nominees for CUS Vice-Chair. Leslie O'Brien, Library representative to the commission volunteered. Motion was made for approval, seconded and passed unanimously.

**Election of CUS representative to the Transportation and Parking committee** Nominations were requested for the CUS representative to the Transportation and Parking committee. Pat Rodgers volunteered to represent. Motion was made, seconded and approved unanimously.

**Addendum note to minutes:** *Since the T & P representative must be a faculty representative, Pat Rodgers (who represents VP for IT) will only be able to fill-in temporarily until there are enough CUS faculty members from which to elect a representative.*

**5. Announcement of acceptance of Committee Notes/Minutes**

**6. Old Business**

**Smoking policy resolution and survey** – Bradley Scott invited Sue Ellen Crocker as guest to give background on the proposed smoking resolution, as she worked closely with this as a past member of the commission. Sue Ellen stated that she worked with Steve Capaldo, University Legal and got approval on the wording of the resolution. Since smoking can't be banned on public property, the commission was looking for a standard boundary to follow for smoking near building entrances. According to the survey results 68% were for establishing a boundary and 25% preferred to keep the current policy which does not establish a boundary. If boundary is established facilities would likely have to pay to move "oases." According to Sue Ellen, Radford, UVA, and some other state agencies have moved to this 25-ft. boundary. The survey was for faculty and staff, not students, since it establishes policy that is designed for staff occupying the same building throughout the day, whereas student traffic is transient and they are not all on campus all year. It was noted that problems arise for boundaries where there are perimeters that shape an area, such as tunnels, so some areas would not be conducive to a 25-ft boundary. It was suggested to put a sign near ash urns that would say, "Thank you for smoking in this area." Several members thought this a good idea. The boundary would be applicable to all university properties – a

change to current University Policy. It would be up to departments, individual buildings, facilities, etc. to enforce. CRC would be an exception since they are not considered university property. It would include any smoker, visitor, etc. and be up to the building/applicable area to enforce. The idea of smoking kiosks was mentioned. Since many entrances are near the street, 25-ft. boundary may not always be feasible. All buildings don't have ash urns. They aren't mandatory and up to department to make changes.

The intention of the policy change is to have some grounds in case there is a problem; to set a standard. This was the first reading of the resolution. The last sentence was corrected to read, "Each ash urn shall be placed at outside locations..." instead of "Ash urn shall be placed..." Next meeting there will be a final reading and vote.

**7. Next meeting date is November 20, 2008**

**8. Adjourned** at 2:50 pm.

Respectfully submitted,

Vickie Chiocca