In attendance: Jenny Quintana (Chair), Michael Bayliss (Electrical and Computer Engineering), John Foissett (Calpulli Center), Bryan Lubic (College of Business Administration), Kenzie McDonald (Associated Students-Enviro Business Society), Amy Raymond (Environmental Health and Safety), Loren Schreiber (Theatre, Television and Film)

I. Call to Order: The meeting was called to order by Jenny Quintana, Chair.

II. Old Business

A. Minutes from last meeting – Loren Schreiber moved to approve the minutes of the November 18 meeting as written. John Foissett seconded. The minutes were approved unanimously.

B. Report on progress towards smoke-free campus

Jenny Quintana reviewed the progress towards a smoke-free campus. Several years ago, the committee was able to contribute to ending the sale of tobacco products by Aztec Shops by demonstrating that SDSU was one of only two campuses that still sold tobacco. Then at the May 2009 Senate meeting, the committee’s resolution to make the campus smoke-free with only limited designated smoking areas was passed almost unanimously. The committee originally wanted to request an entirely smoke-free campus but the size of the campus and workplace/employment issues made that not practical at this time. Even the few CSU campuses that state they are “smoke-free” provide limited smoking areas. The final resolution as amended by Legal Counsel states “7.0 In determining the number and location of smoking areas on campus, the President or designee shall consider the views of students and employees, as per CSU Board of Trustees Resolution RCOW 09-02-02.”

On October 12, Jenny Quintana met with Edith Benkov (Chair, University Senate), Bonnie Zimmerman (Associate Vice President for Faculty Affairs) and two other administrators to discuss the President appointing a task force to develop criteria and identify possible smoking areas. Jenny Quintana provided a list of potential task force members. By the November 18 committee meeting, she had no response so contacted Edith Benkov for an update. She was told the Senate is waiting for unions to assign representatives but was encouraged to start the work of the task force. Members can be added as they are identified. Since the committee was not charged with the task of selecting the smoking areas, Jenny Quintana asked for volunteers to serve on the task force. Michael Bayliss, John Foissett, and Loren Schreiber volunteered. If additional task force members are not identified, Jenny Quintana suggested recruiting volunteers from the campus population to be appointed to the task force by the President.

To begin the process, criteria will need to be developed such as at least 25’ from any building openings and away from major walkways. Observing where smokers currently smoke might be helpful to see if those areas might be suitable. Also, contacting other campuses that have designated smoking areas to see how they selected the areas could be beneficial. Kenzie McDonald suggested an informal survey of smokers on their opinions and habits such as where they currently smoke. Jenny Quintana noted that selecting areas that meet all the criteria may be difficult since the campus is pretty congested. There is also concern about designating some of the popular seating areas for smoking and displacing non-smokers. After possible areas are identified there could be a feedback/suggestion period before implementation and then publicity on the policy change through the Daily Aztec, SDSU News Center (electronic newsletter), new employee and student orientations, etc. To implement the plan there will be costs of signage at campus entrances and designated smoking areas, urns and seating, and possible shelters if deemed necessary.
C. Report on bike lane safety – working with E3 and AS resolution? Combine with campus core closing proposal?

Jenny Quintana provided some background on the committee’s previous resolution to limit motor vehicle access to the campus core in order to enhance pedestrian safety. The committee was told that Public Safety had no reports of motor vehicle vs. pedestrian accidents on campus and many of the traffic calming measures recommended have been implemented such as replacing bollards and using electric carts. The Senate Executive Committee (SEC) had requested a report prior to considering the resolution. SEC also asked the committee if the resolution should be considered as part of the Associated Students proposal to add alternative transportation (bicycle and skateboard) lanes to some major walkways on campus. The committee voted that the two issues were different and the two resolutions should be considered separately. The committee also decided to table the resolution to close the campus core to motor vehicles since a certain amount of access seemed to be necessary and reasonable to carry on campus functions. The issues could be brought together again as a joint issue if the committee decides to do so.

Michael Bayliss commented that although there may not be reports, he was involved in a near miss with a Physical Plant vehicle that caused him injury while trying to avoid a collision. Workplace injuries may be reported to Human Resources but not to Public Safety. John Foissett added that Student Health Services sees bicycle and skateboard injuries several times a week and that he is trying to implement a reporting process. There is also a lack of information on accidents that occur on adjacent public streets like Hardy Avenue, Lindo Paseo and Campanile Drive. Students may seek treatment for their injuries but there is no process to report them to Public Safety. Michael Bayliss reported that a bicycle hit a staff member about 10 years ago and that is when signage was installed limiting bicycle access. Loren Schreiber also stated concern about skateboards that get away from their riders and hit pedestrians.

Jenny Quintana received a request from Valerie Renegar, Vice Chair of the Senate, to review the Associated Students alternative transportation proposal. Representatives from Associated Students and their consultants made a Powerpoint presentation at the November meeting about adding alternative transportation lanes on several major walkways. Due to time limitations, discussion was delayed until this meeting. John Foissett commented that Mary Shojai, Director of Student Disability Services, has not seen the proposal yet but has expressed concerns. The plan proposes that bicycles, skateboards, electric carts and wheelchairs share the alternative lane. There is also no continuous tactile barrier to prevent visually impaired people (or others) from unintentionally crossing into that lane. Jenny Quintana stated that review and input by Student Disability Services is crucial before the committee can support the proposal. Several members also asked for copies of the report and the Powerpoint presentation to review. Not all committee members saw the presentation at the last meeting. Amy Raymond asked if other approvals are needed to implement changes in campus facilities, such as Facilities Planning, Design and Construction, or if the Senate can recommend or order construction projects. Funding for the project also needs to be identified but that is probably outside the role of this committee. Associated Students has paid all the costs for the initial study and design plans. Jenny Quintana will consult with Bob Schulz about construction approvals as he is in charge of campus facilities. Kenzie McDonald will try to arrange for documents to be provided for the committee to review. There were some recent changes proposed to the plan that may not be in the current version of the documents. The committee members agreed that they need to review the full report and proposal before making any recommendation to approve. Also, input from Student Disability Services will be considered before the committee votes.

Michael Bayliss asked about a previous proposal to move all bicycle parking and storage to the edge of campus to limit bicycles on campus. He thought there was a study done in the 90’s. No one was aware of that study but he will contact Laurie Cooper, Director of Facilities Planning, Design and Construction, to see if she has any background or history on bicycle policies on campus.
John Foissett commented that although campus policy prohibits bicycles and skateboards except on paved roadways, enforcement is problematic and erratic.

Kenzie McDonald added that in spite of the policy, bicycles and skateboards currently go everywhere. The intention of this plan is that with designated lanes, they would be limited to specified areas, if they comply with the posted lanes.

Jenny Quintana summarized that the committee’s role is to either support, not support or modify the Associated Students resolution after considering the input of Student Disability Services and reviewing the report and proposal that includes all final design changes. The committee is not submitting its own alternative transportation lane resolution or report. The committee agreed with her summary of the process.

III. **New Business** – Meeting dates for the spring semester will be changed to the first Tuesday of the month. This is the day the Senate meets. Dates will be: **February 2, March 2, April 6 and May 4.** Time and place to be determined.

IV. **Adjournment:** The meeting was adjourned at 10:00 a.m.