In attendance: Jenny Quintana (Chair), John Foissett (Calpulli Center), Rae Gurne (Associated Students), Amy Raymond (Environmental Health and Safety), Loren Schreiber (Theatre, Television & Film)

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

II. Old Business

A. ‘Thank you’ to Amy Raymond for service as Secretary for past two years and request for a volunteer for next year.

B. Annual Report – comments: Jenny Quintana presented the Committee 2008-2009 Annual Report for review before submission to the Senate. The major accomplishment was the overwhelming Senate approval of the resolution to make SDSU a smoke free campus with only limited designated smoking areas. The designated smoking areas are to be selected by a campus wide group representing labor unions, Physical Plant, Facilities Planning, students, faculty, staff, and this committee.

C. Agenda 2009-2010: Jenny Quintana shared the proposed committee agenda for next year. Both the agenda and the annual report must be submitted to the Senate for inclusion on their web page. Discussion of several of the agenda items followed. Loren Schreiber moved to approve the agenda as amended. Amy Raymond seconded. Motion passed unanimously.

1. Pedestrian/bicycle safety: John Foissett asked if the pedestrian/bicycle safety proposal will include skateboards. Many skateboard injuries and accident victims are treated by Student Health Services. Since Public Safety has told the committee that skateboards are prohibited both on campus sidewalks and roadways, the committee would not include them in any proposal. Rae Gurne reported that Associated Students is working with an architect to identify and/or design transportation (bicycle) lanes for campus. She is not sure if they plan to include skateboards in their plan since many students do ride them.

The committee’s original proposal was to restrict motor vehicle access to the campus core to enhance pedestrian safety. When the students began their campaign for bicycle lanes, the Senate Executive Committee (SEC) sent our proposal back and requested a report. Loren Schreiber asked why the SEC thought the two topics were related as they seem to be separate issues. The committee came to the same conclusion. Loren Schreiber does have concerns about limiting vehicle access as he makes regular deliveries to his department and the traffic bollards have made this difficult. Jenny Quintana also comes to campus after hours with materials to unload from her vehicle and many others also probably require occasional vehicle access. The Library also had similar concerns with deliveries. Physical Plant has begun to replace some of their full size motor vehicles with electric carts which may be more pedestrian friendly.

Paul Sargent had raised a concern about the roadway in front of the new College of Arts and Letters where pedestrian and vehicle traffic are both very heavy between classes.

2. Personal Safety: Jenny Quintana has heard some complaints about the wait time for the Escort Service and wondered if others had experienced delays. Escort service is available from dusk to dawn by calling X46659 or 511 from any campus pay phone.
Loren Schreiber will inquire among theater students who may be on campus late at night for rehearsals. There may not be enough escorts available to meet the demand.

3. **Emergency Preparedness on Campus:** John Foissett is a member of the campus Emergency Preparedness Team. He said they have only met once in the past year and a half due to reorganization but they will meet in the fall semester. Student Health Services/Calpulli Center held their own emergency drill in the spring. Loren Schreiber asked how our committee is involved in emergency preparedness. Jenny Quintana responded that faculty are responsible for implementing emergency procedures in the classroom when needed. There have been issues with fire drills, evacuation drills, etc., where faculty either did not know the procedure or ignored the alarms. There could be a Blackboard module or a brief announcement that each professor makes on the first day of class. Rae Gurne suggested that emergency procedures could be part of new student orientation. There will also be a new campus emergency notification system installed in the near future.

4. **Support and encourage waste reduction programs on campus:** Amy Raymond suggested adding “recycling” to this item. Rae Gurne mentioned that the student organization is working to get Aztec Shops and other food vendors on campus to use biodegradable plates and cups instead of Styrofoam and may ask for committee support.

D. **Election of Chair for next 3 year term:** Jenny Quintana asked if there was a volunteer to chair the committee for next year. Her five year term is ending. Per the Senate committee roster, the Chair should be a faculty member. The committee currently has two faculty vacancies in addition to a Unit 3 (CFA) vacancy. The Committee on Committees may assign new faculty members. Chairing a committee can be a benefit when seeking tenure.

III. **New Business – Next Meeting Date:** Classes begin for the fall semester on August 31. The committee preferred to not meet the first week of school. Loren Schreiber is not sure of his teaching schedule for next year but is usually available on Tuesdays for the Senate meetings. Rae Gurne is graduating this weekend with her bachelor’s degree in Management. The committee congratulated Rae and Jenny Quintana thanked her for her participation. John Foissett mentioned that there are several nice meeting rooms in Calpulli that are usually available if the committee wants to meet there. The next committee meeting will be during the second week of class after Labor Day. Time and place to be arranged.

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