MINUTES

**University Safety and Health Committee**

December 10, 2008, 12:00 noon

Blue and White Room, Student Center

Attendees: Brenda Albert, Clifford Anderson, Richard Bachoo, Laurie Colburn, Laurie Dunn, Neil Glagovich, David Honyotski, Rene Karas-Johnson, Sally Lesik, Ray Primini (DAS), Coleen Sturken

Absent: Jean Alicandro, Dominic Forcella (sabbatic fall 2008), Karen Perezi, Jason Powell, Joseph Starczyk

**Call to Order**

Chairperson Karas-Johnson called the meeting to order at 12 noon. D. Honyotski moved, seconded by B. Albert, to approve the minutes of the October 8, 2008, meeting. Motion carried unanimously.

**Old Business**

C. Anderson noted that he had not received written confirmation from AAUP that they deferred to the Faculty Senate the selection of AAUP representatives to the Safety and Health Committee.

Report on CPR/AED Training

Chairperson Karas-Johnson reported that on-campus CPR/AED training took place on October 21 and 29. Training sessions were 2.5 hours in length and a total of 40 students, faculty and staff took part in the training.

Vance Garage

B. Albert reported there continues to be a problem when the Vance Garage is opened around 5 p.m. for student parking. A dangerous situation exists when students are rushing into the garage while faculty and staff try to exit. R. Bachoo will request that police officers monitor the Vance Garage traffic during this busy time. B. Albert also noted that the ramp into the garage, at the Manafort Drive entrance, gets slippery during winter weather. R. Bachoo said he would remind Facilities staff that this area needs to be sanded.

**New Business**

Review of Emails Received

Chairperson Karas-Johnson reviewed the emails that had been sent to the Safety and Health Committee mailbox in response to the Committee’s email that was sent to all faculty and staff on October 22, 2008. The subject of these emails fell into the following categories:

* Suggestion to wrap plastic utensils for sanitary purposes – forwarded to Sodexho
* Requests to trim branches across campus – Facilities has acted on these requests
* Requests to maintain/improve campus lighting – Facilities has acted on these requests
* Concerns regarding traffic speed on Manafort Drive – CCSU and New Britain Police Departments were contacted
* Awareness of Workplace Bullying – referred to Human Resources Department for response
* Request for increased police patrols when 2nd shift staff are leaving – University Police has informed 2nd shift patrols
* Concerns that smokers are not keeping 25 feet away from buildings – Facilities will move ashtrays away from building entrances

University’s Smoking Policy

The Committee had a discussion concerning ways to encourage compliance with the University’s Smoking Policy that prohibits smoking within 25 feet of all campus buildings. R. Bachoo said he would have Facilities’ staff check to ensure that all ashtrays are at least 25 feet away from campus buildings and that, when possible, ashtrays are anchored so they cannot be moved. It was also mentioned that non-smoking signage is needed on the bridge between Vance Hall and the parking garage. L. Dunn will place the University’s Smoking Policy in the next edition of the Human Resources newsletter.

The Committee discussed sponsoring an awareness campaign to get the message out concerning the University’s Smoking Policy to students, faculty and staff. It was thought that the best time to hold this campaign would be at the beginning of the fall semester. Details of this campaign will be discussed at the next meeting.

Overview of Safety Inspections

D. Honyotski provided Committee members with an overview of the various types of safety inspections that are regularly conducted on campus.

**Adjournment**

The meeting was adjourned at 12:45 p.m.

Respectfully submitted,

Laurie G. Dunn

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Secretary