***ENVIRONMENTAL COMMITTEE MEETING REPORT***

**DATE:** November 16, 2010

**ATTENDEES:** Ken McCabe, Bill Ferland, Edna O’Neill Mattson, Mary Baker, Rick Foote, Nancy Mendes, Walter Crocker, Sue Eramian, Dave Snow, Regina Cobb, Dick Robinson, Lynn Gudeczauskas, Leslie Kennedy

**NOTES:**

The minutes from our previous meeting on March 26th were approved and will be added to the website.

Mary brought up some smoking issues that folks have come to her with and Bill explained how the discipline process works towards faculty/staff and students. It is still an ongoing process. It is very hard to identify the students when they are spoken to. It is certainly easier to identify staff and faculty and has been done.

Nancy asked about the smoking hut at Liston. The hut was broken and was previously being used by transients. It is being discussed on how to best proceed with getting another hut put in its place.

At the Flanagan campus it was noted that there is no signage off of the cafeteria and Dave Snow will look into having signage put there since folks go out the doors in that area to smoke close to the building.

The rule of smoking beyond 50 feet from each building is listed in our catalog and online.

Mary mentioned that a few people who had a meeting in room 2110 at Flanagan had respiratory symptoms after being in that room. Rick will check out what may be causing that ie., mold, leaks, ducts.

A faculty member asked Mary why there were still curtains in room 1520. It was understood that all curtains were replaced with vertical blinds and that was not the case. But, Dave Snow will look into getting the curtains in that room replaced and checking out some other rooms that have been complained about.

A staff member asked Mary about the timetable of which the duct work is cleaned. Ken McCabe said that the filters are cleaned by industry standards.

Sue Eraminan let this committee know that we are expecting out first visually impaired student next semester at the Flanagan campus and was wondering about Braille signage for this student. Bill said that as of now office and room numbers are not in Braille but, student should be offered another campus to attend since there are Braille numbers at the other campuses. Bill will be in touch with Sue about this issue.

Leslie reported the air circulation situation in room 2820 may be improving and Dave said that the new units have improved that area.

Dave had some recycling news for the committee and explained that he has added drum can and bottle recycling containers around the buildings to be then tipped into the bigger totes. At Liston they have switched out a paper tote for a cans/bottles tote and at Flanagan there are square paper receptacles added around the copy area.

Dave also mentioned that the first phase of major construction of the HVAC rooftop units was very successful.

Ken said that Phase two would be starting in the next few weeks and Dave spoke about the displacement of some folks that would need to be done.

Edna was asked by some folks at Knight Campus when security cameras would be coming to that campus and Bill said there was a requisition put in the system in May and entered in August as a Purchase order.

Nancy asked about student representatives on our committee. Bill will contact Ron Schertz. Nancy had a concern about the driveways at the Liston campus. There are many large cracks in the older parking lot on the Hilton Street side. Some of the holes are large enough to cause someone to trip.

Nancy let the committee know that there is now a group of folks at the Liston Campus called Liston Greens leading a recycling effort on campus.

Dick spoke about the video surveillance cameras for Flanagan and Knight. There is a component to a keyless entry for external and initial doors. Security is working with the manufacturer to obtain a grant. Bill said that the bid that is out is for external doors and only at night, would not be for the day. Dick said they are still having trouble with the IMC recording system and as of now it is not working. The CCRI Threat Assessment Team is putting together a statement about Security still not having the 24 hour dispatch. Dick assured this committee that it is still in the works to hire one but, budget constraints have prevented it thus far. Dick said that there was a fire alarm a week ago and since it was inclement weather, plenty of people would not leave the building. Since Security is short staffed, there are not enough personnel to clear the building. He said that the Warwick Fire Department was furious about that.

11:15a.m. - Meeting Adjourned.