Work Environment Committee  
Meeting Minutes  
Thursday, February 28, 2013  
2:00 p.m.  
Campus Center 4  

Present:  
Afri Walker, Jessie Sanchez, Jolie Scheib, Margarita Padilla, Mike Climo, Par Mohammadian, Patricia Johnson, Paul Kubicki, Bamdad Samii, Sherrie Loper, Stephanie Atkinson-Alston, Jim Liko, Jerry Garcia.  


Guest: Maryland Harris, Jerry Garcia.  

Meeting called to order: 2:10 p.m.  
Mike Climo moved to approve the minutes, Bamdad Samii seconded.  

Unfinished Business/Old Business  
(a) Wireless smart classroom controls (College Council)  
No solution yet.  
(b) Faculty Restroom Security (Resolved)  
(c) No smoking signage (working on it)  
(d) White boards unusable in CAI 230 and 232 (resolved)
(e) Library Security request (working on it)
(f) Adjunct offices (adding a desk and a computer) not resolved yet. (Full Time Faculty offices can not be used by Adjuncts)
(g) Parking Structure-Students exiting are using both lanes. (Paul Kubicki made a motion on this issue)
   Motion: Short term-Plan Facilities to find a way to separate both lanes with an inexpensive barrier, Enter and exit lanes to the parking structure. Bamdad seconded the motion. All were in favor.
(h) Smoking Signs--No Signs at all at the CMS building (will be taking care off shortly)
(i) Zero tolerance policy for food and drinks in the CMS Building – Taken care off
(j) Suggested that some type of catering be provided for CSM Building (waiting for health inspector to have some grab and go food from the Culinary Arts)
   Stephanie will see about a copier machine for the CMS
(k) Restroom designated for faculty use only. (New buildings will not have faculty restrooms.
(l) Building extremely cold, regulate thermostat. (Jim Liko explained how the system works. He said that the building is under warrantee. He also added that he will check the problem himself.
(m) Space for Title V. Danny stated that the Administration will wait until this area has a new director.
(n) Smell of urine in Library restrooms 3rd floor (problem resolved.)
(o) Custodian staff using faculty computer. Issued taken care off.

**Other items on the floor:**
4. (a) ITV employee needs new chair and desk adjusted - Victor will look into this problem.
   (b) ND Ondoy (Academic Affairs) - Dust coming down from air vent which causes allergies - Jim had done some work in this office and will follow up with ND Ondoy.

Other items.
- Math Dept. needs file cabinet
  IA-CSIT- needs storage desk area.

- Aleida Gomez office is noisy with the air vent. Jim will look into the situation.

Stephanie stated that Jose Maldonado will move into office 24. Gary Prostak most likely will move into CSB faculty office for supervisory reasons.

**New items for next meeting**

1. Old cars in parking lot - Do they need to be there?

2. Area behind IA for smoking- cover area, put chairs, trashcans.

**Next meeting: April 25th**

Meeting adjourned at 3:26 p.m.
Work Environment Committee Meeting  
Thursday, April 25, 2013  
2:00 p.m. Campus Center  

Proposed Agenda  

1. Call to order  

2. Approval of February 28, 2013 Minutes  

3. Unfinished Business  
   (a) Wireless smart classroom controls  
   (b) No smoking signage (specific areas in Campus)  
   (c) Library security request  
   (d) Offices-Adjuncts and Full Time Faculty  
   (e) Parking (Motion made by Paul Kubicki)  
   (f) Smoking signs and No signs at all at the CMS building  
   (g) Status on catering on CMS building  
   (h) Temperature CMS  

4. Announcements  

Next meeting time and date:  

May 23rd, 2013