

CCRI Governance Appendix II



COMMUNITY
COLLEGE
OF RHODE ISLAND

Governance Council Committee Meetings Agenda / Minutes

EREHSC – Emergency Response/Environmental Health & Safety Committee	
Date of Agenda Posting:	April 15, 2016
Meeting Date:	April 22, 2016
Meeting Start Time:	11:00 am
Meeting Actual Start Time:	11:05 am
Meeting Location:	President’s Conference Room, Knight Campus
Meeting Secretary:	Annmarie McMahon

Member Attendance

Emergency Response/Environmental Health & Safety Committee

Committee Member Name	Title	Present	Notes
Joseph Arsenaault	Assistant Professor, Emergency Management	Y	Threat Assessment Committee Representative
Michael Chapasko	Student	N	Student Government Representative
Rich Coren	Director, Marketing, Communications & Publications	N	Director of Communications
Kevin Crawford	Technical Professor I	Y	Faculty - Warwick
Michael Cunningham	Dean of Students, Student Success	Y	Student Services Representative
Helen Ducharme	Coordinator, Disability Services for Students	Y	Threat Assessment Committee Representative
Leslie Florio	Technical Staff Assistant, Art Dept.	Y	Classified Union Representative
Linda Grausgruber	Student	N	Student Government Representative
Hilary Jansson	Interim Asst. Dean for	N	Academic Affairs

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	Nursing Education		Representative
Marisa Laurent	Assistant Professor, Fire Science	N	Faculty – Newport
Norman Mageau	College Police Lieutenant	Y	College Police Representative
Angela Marshall	Registered Nurse	N	School Nurse
Annmarie McMahon	Assistant Business Manager	Y	Business Office Representative
Ken McCabe	Acting Director of Administration	N	Facilities Representative
Michael McNally	Technology Support Specialist II	N	IT Representative
Laura Ryan	Associate Professor, Library	Y	Faculty - Providence
James Salisbury	Associate Professor, Library	N	Faculty Union Representative
Faculty – Lincoln	Vacant		
Other Attendees	Title		Notes

Agenda

Agenda Item 1	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – Approval of the Minutes for the March 18, 2016 meeting 	<p>There was not a quorum present. No motion was considered.</p>
Agenda Item 2	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – Standing Items <ul style="list-style-type: none"> ▪ Threat Assessment ▪ Public Safety/Security ▪ Facilities ▪ Health 	<p>Threat Assessment – The Threat Assessment Committee is monitoring one student. The individual has not made any verbal threats at this point; however, faculty and other students feel threatened by the individual’s disposition. This has been an ongoing situation for a number of semesters. No complaints have officially been filed. The Committee continues to review its options.</p> <p>Prior to 2013, danger to self could be used to take action. However, that is no longer the case. You must be able to prove danger to others to take action.</p>

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	<p>This led to a larger discussion on how to better educate the faculty and staff of the college. September is National Preparedness month. The Committee discussed a series of events that could be held across the four campuses. These could include “Run, Hide Fight” and CPR/AED training. Options for speakers included the Veteran’s Administration, the FBI, State Police and the Fusion Center.</p> <p>The Committee Chair noted that he continues to work with the Nursing department on the details for running a CPR training event. If students are involved, Student Life would be able to cover a portion of the costs. A hand out for CPR training was provided.</p> <p>Options for these events need to be vetted through the President’s office.</p> <p>There were no other reports for standing items.</p>
Agenda Item 3	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – Cross Walk between Main and Round Buildings 	<p>This discussion item was held for the next meeting.</p>
Agenda Item 4	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – Safety Teams 	<p>The Committee has been provided with a comprehensive document that can be used to help develop the college’s safety teams. There will be many issues to be worked out before the teams can be in place at CCRI. The Committee chair suggested that this might be appropriate for a subcommittee to work on over the summer months. See attached.</p>
Agenda Item 5	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – Website Update 	<p>Kevin Crawford has begun updating the committee’s website. Membership has been updated as well as links to meeting agendas and minutes. Work will continue – contacts need to be updated. A form will be designed and added to the website. This form will be for college community members to bring safety issues to the Committee.</p>

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Agenda Item 6	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – Graduation 	<p>Graduation preparation is in full force. Protocols will be similar to the last few years.</p>
Agenda Item 8	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion - CPR 	<p>Work continues to develop this program. One issue is that of costs to put on the event. It will be more of a CPR awareness program, not training. No certificates will be provided.</p>
Agenda Item 8	Notes on Discussion
<ul style="list-style-type: none"> ▪ Discussion – For the Good of the College 	<p>An issue was raised regarding the use of restroom facilities. There are a few people that are uncomfortable with a situation with an individual that is transitioning. There was discussion of accommodation related to this issue. Guidance differs. There are Title IX issues, state law and OCR guidance that all need to be reviewed.</p> <p>This led to a discussion regarding gender neutral restrooms. Currently each campus has one designated gender neutral restroom. The option was noted that all single stall restrooms could be made gender neutral. Since there was no quorum, no motion was made. This topic will be on the agenda for the next meeting.</p> <p>An issues was raised with respect to the faculty parking lot. Some faculty and staff have been double/triple parking. They are parking where not spots exist. This is a safety issue. There has also been a Biology lab taking place in the lot causing further safety issues. Campus police were to review and address the issue.</p> <p>The Committee chair noted that his 2 year term is expiring. The Committee needs clarification on how to proceed in this situation. There is the larger issue of no governance elections having been held in a number of years. Election of a new chair will be on the next agenda.</p>

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Meeting Action Items

Action	Assigned To	Deadline
Prepare meeting minutes for 6/3/16 meeting	<i>Secretary</i>	7 business days after conclusion of meeting
Submit minutes of 3/18/16 and 4/22/19 meetings to be posted on-line	<i>Secretary</i>	7 business days after conclusion of meeting
Prepare agenda for Next scheduled meeting	<i>Secretary</i>	7 days prior to scheduled meeting

Decisions Made

Decision 1	
<ul style="list-style-type: none"> ▪ Action – Approval of the Minutes for the March 18, 2016 meeting 	No action was taken. There was not a quorum present.
Decision 2	
Agenda Item 2	
<ul style="list-style-type: none"> ▪ Action – Standing Items <ul style="list-style-type: none"> ▪ Threat Assessment ▪ Public Safety/Security ▪ Facilities ▪ Health 	No action was taken.
Agenda Item 3	
<ul style="list-style-type: none"> ▪ Action – Cross Walk between Main and Round Buildings 	No action was taken.
Agenda Item 4	
<ul style="list-style-type: none"> ▪ Action – Safety Teams 	No action was taken.
Agenda Item 5	
<ul style="list-style-type: none"> ▪ Action – Website Update 	No action was taken.
Agenda Item 6	
<ul style="list-style-type: none"> ▪ Action – Graduation 	No action was taken.
Agenda Item 7	
<ul style="list-style-type: none"> ▪ Action - CPR 	No action was taken.

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Agenda Item 8	
▪ Discussion – For the Good of the College	No action was taken.

Meeting End

Meeting Schedule End:	12:00 pm
Meeting Actual End:	12:05 pm
Next Meeting Date:	June 3, 2016
Next Meeting Time:	11:00 am
Next Meeting Location:	President's Conference Room, Knight campus