MINUTES OF ST. LAWRENCE UNIVERSITY SAFETY COMMITTEE HELD AT STUDENT CENTER ROOM 232, ON FRIDAY, NOVEMBER 6, 2015 STARTING AT 9:00 AM.

Chairperson: Bill Ritchie, Co-Chair

Present: Jan Albano, Nancy Alessi, Cindy Atkins, Mary Charleston, Kasarian Dane, Jim Kozsan, Stacie Olney La Pierre, Nick Ormasen, Suna Stone-McMasters, Ethan Townsend, Stacy Vassar

Apologies: Brittny Charleston, Timothy Corbitt, Renee Ford (Secretary), Patrick Gagnon (Co-Chair), Sharmela Garcia-Martin, Katelyn Lumbard, Skyler Ng, Jill Pflugheber, Steve Richards, David Richer, Marsha Sawyer, Dan Seaman, Marcus Sherburne, Ethan Townsend, Stacy Vassar

In attendance: Christina Rukki

Approval of the Minutes

The minutes of the October 2, 2015 meeting were presented and approved.

Accidents and Near-Misses:

1. There were no accidents or near-misses reported.

Old Business:

1. Park Street Lighting – J. Kozsan reviewed the results from the two surveys conducted. The power point presentation given is attached hereto. It was noted that there was resounding evidence that the new LED lighting was a success.

   It was unanimously decided, that J. Kozsan would proceed with a capital request for the changing of the lights on Park St. and University Ave. to the new LED configuration. Open

2. GPS Coordinates to St. Lawrence County Emergency Management Office – There were no updates on the GPS coordinates. Open

New Business:

1. Student Center – It was brought to the attention of the Safety Committee that there was a safety issue with a lack of clear sight line at the side entrance of North Star Café located in the Student Center. Operators of pallet jacks are having a hard time seeing on-coming traffic.

   It was decided, that safety mirrors would be purchased and installed to increase visibility. Open
2. Cell Phone Usage on Golf Carts – It was noted that the use of cell phones while operating golf carts is a safety concern to the University community. A number of options were discussed to educate the drivers of golf carts.

   **It was decided**, that B. Ritchie would send an email to the heads of departments where golf carts are regularly used to detail the safe operating of golf carts. **Open**

3. Bicycle Safety and Etiquette – It was discussed that the unsafe operating of bicycles by students and other university personnel needed to be addressed. Many ideas were brought up. While an email blast was suggest, C. Rukki stated, as student she felt an email was not the best way to reach a broad audience. J. Albano suggested utilizing The Hill News to get a weekly safety message to the campus.

   **It was decided**, that B. Ritchie would contact the editor of The Hill News to see about a bicycle safety article and a possible weekly safety tip. **Open**

**Tabled:** None.

**Future Meetings:**

Meetings will be held in the Sullivan Student Center, room 232, from 9am-10am, December 4th.

It is requested that any new business to be added to the Agenda be forwarded to the Secretary no later than November 30, 2015.

There being no further business, the meeting closed.

CHAIRPERSON