

UNF Campus Safety Advisory Council
MINUTES
October 17, 2005
1:30 p.m.
President's Conference Room

MEMBERS PRESENT: Richard Crosby, Julie Williams for Dan Dundon, Dan Endicott, John Dean for Mark Foxworth, Anne Hoover, Cynthia Nyquist-Battie, Everett Malcolm, Joe Noll for Zak Ovadia, Elinor Scheirer, Vince Smyth, Ted Stumm, and Matthew Taylor.

1. Approval of Minutes

The September 19th minutes were electronically approved on October 7th.

2. Announcements

Cindy Nyquist announced that Elinor Scheirer will assist in reviewing the draft minutes after each meeting and thanked her for being willing to do so.

The Safety Walk will be held on November 2nd at 5:30 p.m. and will take the place of the Council's November meeting.

3. Proposed Revision of By-Laws: Suggested Changes in Council Membership

Cindy Nyquist and Shari Shuman discussed the Council's membership prior to this meeting. Shari Shuman addressed the results of their meeting and the rationale for a change in membership. The Council's membership is very large which makes it difficult to have a majority of members at any one meeting for effective discussions and voting. Additionally, thought was given to whose job best fits the objectives of the Council. Shari Shuman or Richard Crosby will represent Administration and Finance, Matthew Taylor will represent Physical Facilities, and Dan Endicott will represent Environmental Health and Safety.

It was suggested that the following members now serve as a resource to the Council and attend the meetings on an "as needed basis": Fred Beck (Student Medical Services), Debbie Bundy (Benefits Coordinator, Human Resources), Jim Edwards (Information Technology Services), Robert Lee (Disability Resource Center), Zak Ovadia (Facilities Planning), Vince Smyth (Auxiliary Services), and Tom Van Schoor (Student Affairs). Media Relations would be replaced by Marketing and Publications with Dan Dundon as the representative. Rocelia Roman de Gonzalez would now serve on the Council representing ADA Compliance.

Dan Endicott will ask Robin Rutledge (Natural Sciences Laboratory Manager) if she will be willing to serve as the Chemistry Physics Laboratory Manager.

It was noted that only members have voting privileges. The change in membership does not affect the Council's charge.

Cindy Nyquist will submit a proposed Bylaws amendment to change the membership to the Council for a vote at its December 12th meeting. If the amendment passes, the revised Bylaws will be submitted to the University President for approval.

a. Other University Safety Councils

Cynthia Nyquist- reported that the University of Florida and Florida State University's safety councils are advisory to the Division of Administration and Finance and not advisory to the President. It was decided that the Council works well in its present form because Shari or Richard try to attend each meeting as members.

4. Status Reports

a. Dan Endicott, Director, Environmental Health & Safety

i. Signage for Tobacco and Skateboard Policies

Dan Endicott distributed sample tobacco and non-motorized vehicle signage to the Council. He and Officer Ballentine toured the campus and have identified approximately 25 sites for the signage. The signage will be 12" X 18".

Shari Shuman reported that the proposed Traffic and Parking Regulations will be voted on at the Board of Trustees' (BOT) October 20th meeting. The proposed regulation includes prohibited use of non-motorized vehicles such as skates, rollerblades, skateboards, scooters, and bicycles in certain areas of campus.

Rocelia Gonzalez has suggested to Mark Foxworth and Marc Snow that the proposed regulations need language with regards to a ramp to protect persons with disabilities. After the regulation is approved by the BOT, it can be amended to include this language, but. Shari Shuman noted that Marc Snow said that there may be the proper ADA language already; but Marc will review the regulation language.

Assistant Chief John Dean with the University Police Department (UPD) noted that UPD has taken pro-active measures by writing warning citations to non-motorized vehicle offenders.

The entrances to the parking garages have skateboarding signage, but there is no skateboard signage on the 2nd, 3rd, and 4th floors of the garages; this issue may need to be addressed.

A question was asked if smoking were allowed in the parking garages. Joe Noll said that the garages are considered state buildings; thus under Florida Statutes, no smoking is allowed in these areas.

A discussion ensued regarding the use of language and symbols on the signs. The following suggestions were made to Dan Endicott: The smoking policy signs should have wording, but not the motorized vehicle signs. It was decided that Dan should have the last word regarding the signs.

b. Mark Foxworth (UPD)

Assistant Chief John Dean provided the following status report in the absence of Mark Foxworth.

The first two weeks of the Fall Term have the highest traffic accidents reported on campus. Most accidents are related to failure to yield, following too closely, and backing out of parking spaces.

Cindy Nyquist attended the first meeting of UPD's Focus Group headed up by Lt. Tammy Oliver. Lt. Oliver has been invited to attend the Safety Council's January, 2006, meeting to give an update on her view of campus safety.

5. Subcommittee Reports

a. Personal Safety, Anita Vorreyer – No report.

b. Traffic Issues, Dan Endicott

Ted Stumm described a traffic flow problem in Parking Lot 3. There is no centerline on the access road on the east side of the lot, so people drive on whatever side of the road that pleases them. He is not sure if the problem is an enforcement issue, marking the lanes, or both. Vince Smyth addressed the concerns about Parking Lot 3. When this particular lot was set up with the contractor, it was intended to have arrows. At this time, there are only arrows on the newly paved portions of the drive, but the rest of the drive will be painted soon. The installation of a round-about between Lots 2 and 3 will help with traffic flow. The four-way stop in Lot 3 is also a problem. Vince Smyth will be invited to report on the status of the lot at the December 12th meeting.

It was reported that the yellow lines on UNF Drive are worn and need to be repainted. The lines at the UNF Arena and Dottie Dorion Fitness Center drop off areas also need to be repainted. The roads need to be resurfaced, but funding is unavailable. Matthew Taylor will report at the December meeting about the feasibility of repainting the lines now before the resurfacing.

6. Old Business

a. Advertising/Education Re: New Policies; Establishment of Ad hoc Subcommittee Spinnaker, Inside UNF, Webages, other

The above agenda items were deferred until the December meeting.

7. New Business

a. Food Services (Ted Stumm)

Chartwells has garbage cans located in the Osprey Café that are used by employees for food removal. This practice results in slow exit of diners and an unpleasant atmosphere. Vince Smyth addressed the dining concern. The Osprey Café is small. The front part of the facility meets the demand for a dining area, but the back area is tight. Chartwells

moved the tray cleaning to the front area to allow for other work to be accomplished in the kitchen. This is not an ideal situation, and the University is in the process of reviewing plans related to expansion. The Health Inspector and an independent safety auditor are aware of the present condition, but they did not express concern about it.

b. Street Markings

The above subject was addressed under Item 5, Subcommittee Reports.

8. Other Business

A safety issue was reported to Judy Vaesa regarding the intersection of UNF Drive and Alumni Drive. The concern is that some are turning left from the right hand lane when leaving campus (UNF Drive -> Alumni Drive). Assistant Chief John Dean said, UPD would investigate whether a straight arrow is needed in the right lane.

There being no other business, the meeting was adjourned.

The next meeting will be held on December 12th at 1:30 p.m. in the President's Conference Room.