

**Agenda for Work Environment Committee Meeting—Friday, April 25, 2014
10:30 – 12:30 CDC Conference Room**

- 1.) Minutes Approval of the previous meeting March 28 2014 (thanks Barry!)**
- 2.) New note-taker?**
- 3.) Committee constituency. Whom we represent for proper shared governance policy? (Barry)**
- 4.) Rules for Use of Adjunct Faculty Common Work Office B5-103 (Olga)**
- 5.) Add concrete blocks in parking structure.**
- 6.) No-smoking policy (Ken and Deputy Lee Davis):**
 - a. Update to reduce number of zones from 5 to 4 and ban e-cigarettes**
 - b. Enforcement plan**
- 7.) Student preferred parking update(Ken and ASO President Raymond McDaniel)**
- 8.) Reprographics AM opening hours 7:30**
- 9.) Safety of MSB – Securing in PM**
- 10.) Classroom interruptions (Laurie E)**
- 11.) Report on writing document on procedures for handling verbal and written threats.(Matt, Cory, Ray)**
- 12.) Shelf installed in the faculty men's room, GC 3rd floor? (David)**