

**New York City College of Technology – City University of New York**  
300 Jay Street, Brooklyn, New York 11201

**College Council - Buildings and Grounds Committee**

**Minutes, October 8, 2013, 12:45pm, A544**

Present: Profs: Alcendor, Biehl, Montgomery, Tobin (Chairperson), Polchinski

Absent: Profs: Cheng, Capruso, Cioffi, Panayotakis

I. New Business

- 1) Open Lab site for our Committee
  - a. Contact page
  - b. Minutes
  - c. An open lab project site is set up.
  - d. Instructions on reporting problems
  - e. To be reviewed by James Vasquez
  - f. Mission statement
  - g. Recommendations
  - h. Link to work order
  - i. Pictures before and after, current problems
  - j. Current project information
  
- 2) Subcommittee for HVAC
  - a. Polchinski, Biehl, Alcendor Tobin on sub committee
  - b. To pursue Trans Solar program for monitoring spaces to collect data
  - c. Montgomery to get program information and contact Kevin Collins to setup meeting
  
- 3) Student Government Association
  - a. Discussed resolution regarding trash compactor
  - b. To invite student reps to our next meeting
  
- 4) Maintenance and Cleaning
  - a. to review custodial schedules and procedures with cleaning
  - b. Recharging paper and soap
  - c. Identify supervisor and contact to discuss invitation to committee's next meeting
  
- 5) Bike Storage for Faculty
  - a. Possible use if Namm plaza
  - b. Security and shelter
  - c. Showers USGBC encouraged facility for sustainable properties
  
- 6) Smoking Set up
  - a. Smokers and liter is bad impression at entrance

NEXT MEETING: Nov 12, 2013 12:45pm A544

There being no further business, Prof. Tobin adjourned the meeting at 2:00pm

Respectfully Submitted, Jason Montgomery, Secretary