

**POLICY APPROVAL FORM**

**Executive Summary.** (type a short summary of the process followed to develop this policy, names of those involved in its development, reason for undertaking the process, and key features of the policy). This section is to be completed by the group or individual assigned to develop the policy.

The process started through the formation of The Indoor Air Quality Work Group (IAQWG) which met on a regular basis from August 10, 1994 through May 15, 1995. Input on the first draft of the policy was gathered from all interested parties by way of letters, phone calls and a community meeting on campus. Each of the following members of the IAQWG contributed greatly to the completion of this policy: NAMES: Jim LaCour, Donnagene Ward, Debby Davies, Tom Freeman, Rich Davis, Jude Van Buren, Ken Jacob, Jill Lowe, Barbara Bergquist, Lee Lambert, Staci Thomas, Brad Aiken, Allen Whitehead. This process was undertaken because the President Jane Jervis asked us to develop a set of recommendations that address a range of complex IAQ issues within the context of potential budget reductions, increased enrollments, limited office space, OSHA regulations and the ADA. The major features of this policy is one of concise raising for the users of all campus facilities it does not provide for penalties if there is none compliance. It is a policy that is compatible with TESC philosophy as it related to the social contract. It is important to note that the policy clearly lays out the individual responsibilities of campus personnel in carrying its objectives. This effort could not have been successful without the valuable contribution by President Jane Jervis allowing Dian McKernan to lend her expertise to this work group.

Final review by Assistant Attorney General Janet Truckeltn Date 12/20/95  
review of: Air Quality Policy

**APPROVAL**

Vice-President for Academic Affairs and Provost Barbara L Smith Date 1/24/96

Executive Vice President Murray L McManis Date 1/20/96  
Steve O'Neil

Vice-President for Student Affairs Art Costantino Date 1/17/96

President Jane Jervis Date 1/26/96

Date Policy becomes effective \_\_\_\_\_