

**DIVISION OF MATHEMATICS, SCIENCE & ENGINEERING
SAFETY COMMITTEE MEETING
September 8, 2008**

Members:	Jim Wright	Earl Pagal
	Karl Abrams	Sara Sheybani
	Tom Burrows	Kaz Tarui
	Frank Gonzalez	Steve Teh
	Sharyn Ly	Jim Zoval
		Suzanne Anderson

MEETING MINUTES

Dr. Wright called the meeting to order at 4:05pm.

Review and approval of Minutes from May 12, 2009 Safety Committee Meeting
No Additions or corrections were noted.

- Tom Burrows moved to approve the minutes; Sharyn Ly seconded the motion which carried unanimously.

Status of Safety Training

- Dr. Wright discussed the overview of employee safety training/Keenan Safe Colleges. A handout was included for review.
- A discussion was held on what should be the appropriate attire/clothing in labs.
- Earl Pagal discussed online safety training as an additional resource to the faculty.

Safety Inspections

- A safety inspection will be held on the 3rd floor – SM Building, Tuesday, September 15th at 4:00pm
- Jim Wright; Sharyn Ly, Frank Gonzalez and Jim Zoval will conduct the inspection.

Update on SM Building (See handout on scheduled maintenance)

- Dr. Wright discussed the Scheduled Maintenance and the cost. Board pulled the item and will readdress the issue at their next meeting.

Three plans have been reviewed and approved last spring 2008. The Safety Committee will start to review each plan starting with the next Safety Committee Meeting.

- Chemical Hygiene Plan
- Respirator Protection Program
- Formaldehyde Safety Program
- All have been posted on MSE Division web page

Confirmation and completion of monthly testing and checking of SM Building (including Chemical Storage Building) permanent eyewashes, safety showers and fire extinguishers in the following areas:

- Biology
- Chemistry
- Oceanography/Geology

Discussion Topics

- Review Recent Incidents/Unusual Occurrence Reports
- Campus Safety Committee Report – No report.
- Disaster Preparedness Committee – No update
- Update on request for information on students with special needs – Field Study Courses. Ongoing per Earl Pagal
 - District Responsibility; no update
- Update on status of new Sciences Building
 - In the current Master Facilities Plan – Phase I
 - FPP submitted to the State on **June 29, 2007**; recently approved by State for Construction (date not known); waiting to be funded
- FPP being worked on for renovation of SM Building. Sent to the State on June 30, 2008 as an IPP. Was submitted as an FPP June, 2009.
- Update on Safety Work orders
 - Refer to most recent Inspection Report (see handout)
 - There has been no response to the inspection report as of this date.
- Training topic: Helping Students Comply with Safety Rules.
- Article: Negligence Caused UCLA Death
 - Discussed once again the safety issues concerning appropriate attire to be worn in lab classes
- H1N1 Flu: Discussion (handout)
 - Professor Karl Abrams brought up the issue of low water pressure on the drinking fountains thereby increasing the possibility of spreading germs off the water receptacles. A work order will be sent in to maintenance to take a look at this.

Dr. Wright adjourned the meeting at 4:40pm

Next Meeting October 13, 2009 – 4:00pm MSE Conference Room

cc: Dr. Raghu Mathur, Chancellor
Dr. Tod Burnett, President
Dr. Rajen Vurdien, Vice President of Instruction
Harry Parmer, Director/Chief of Police
Academic Senate – For Committee Website Posting

