

**DIVISION OF MATHEMATICS, SCIENCE & ENGINEERING  
SAFETY COMMITTEE MEETING  
May 12, 2009**

<b>Members:</b>	Jim Wright	Jim Repka
	Karl Abrams	Sara Sheybani
	Tom Burrows	Karah Street
	Nancy Evans	Kaz Tarui
	Frank Gonzalez	Jim Zoval
	Sharyn Ly	Suzanne Anderson
	Earl Pagal	

**MEETING MINUTES**

Dr. Wright called the meeting to order at 4:10pm.

Absent were: Sharyn Ly, Jim Repka, Sara Sheybani and Karah Street

Review and approval of Minutes from March 10, 2009 Safety Committee Meeting – Corrections/Additions (No meeting was held for the month of April)

- Nancy Evans moved to approve the minutes; Kaz Tarui seconded the motion which carried unanimously.

**Status of Safety Training**

- Dr. Wright briefly discussed the handout of Keenan Safe Colleges
- Discussed with Earl Pagal online safety training by Keenan as an additional resource.
- Karl Abrams brought up a discussion on proper attire for students working in the lab. Further research will be conducted to find information on safety vs. flammable fabrics.
- A discussion was held on the pros and cons of wearing protective coverings such as plastic lab aprons.

**Safety Inspections**

- A safety inspection will be held outside of the SM Building/**Tuesday, May 19 at 3:30pm**, Dr. Wright, Nancy Evans, Jim Zoval and Tom Burrows will conduct the inspection.

**Update on SM Building**

- Water/rain damage update/Planter area
  - Bids have been made; waiting for funding.
  - Unsightly plastic is still in place outside on the Math, Science & Engineering building until further notice to prevent future water damage.

Three plans have been reviewed and approved last spring 2008

- Chemical Hygiene Plan
- Respirator Protection Program

- Formaldehyde Safety Program
- All have been posted on MSE Division web page

Confirmation of monthly testing and checking of SM Building (including Chemical Storage Building) permanent eyewashes, safety showers and fire extinguishers

- Biology
- Chemistry
- Oceanography/Geology

#### Discussion Topics

- Review Recent Incidents/Unusual Occurrence Reports
  - Dr. Wright discussed one incident that occurred in the chemistry lab involving a student who, as it turned out after following up for several weeks, had a reaction to silver. Changes to certain laboratory procedures were made.
- Campus Safety Committee Report - No report
- Disaster Preparedness Committee Update
  - Business Continuity in a pandemic/Report
- Update on request for information on students with special needs – Field Study Courses
  - A request will be made to the District for a policy to clearly define a student's special needs which may impact their participation in future field studies.
- Update on status of new Sciences Building
  - FPP submitted to the State on June 29, 2007; recently approved by State for Construction (date not known); waiting to be funded; delayed one year
- FPP being worked on for renovation of SM Building. Sent to state on June 30, 2008 as an IPP. Will be submitted as an FPP this June, 2009.
- Update on Safety Work Orders
  - Refer to most recent Inspection Report (see handout)
- Report from Keenan & Associates, "SWACC Property & Liability Inspection," conducted in February 2009 (pages 12-15)
- 2009/2010 Prioritized List – New Facilities Renovation & Scheduled Maintenance (handout)
- Training topic: Review of Chemical Disposal Procedures (handout)

Dr. Wright adjourned the meeting at 5:00pm.

**Next Meeting:** Tuesday, September 8, 2009 at 4:00pm – SM 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 ✓