

MINUTES
College of Letters, Arts and Social Sciences Safety Committee

Thursday, September 27, 2012
3:30 to 4:30 p.m.
Meeting #1 of AY 2012-13
Phinney 102

Present:

Suzanne Aaron, Benjamin Barton, Debra Feiger, Walter Hesford, Ann Hoste, Lee Sappington, Mark Secrist (chair)

Not present:

none

Guests:

none

The meeting began at 3:30 p.m.

1. Committee members introduced themselves. Walter Hesford of English is a new member, filling in for Daniel Orozco, who is on sabbatical this semester.
2. All agreed to have meetings on Thursdays, as needed, from 3:30 to 4:30 p.m. this semester. The location could vary, but Aaron will try to reserve Phinney 102.
3. Aaron informed the committee that all CLASS safety hazard questionnaires are complete and have been submitted to Kelvin Daniels in Environmental Health and Safety. We are awaiting EHS action.
4. Members discussed the Workers Compensation Report for 2011 and how it could influence our recommendations for safety in CLASS.
5. At the last meeting of AY 2011-12, members agreed to postpone until fall 2012 the recommendation to the dean that all CLASS employees watch the "Safety Matters" online training course and be advised to take the "Back Injury Prevention" and "Slips, Trips, and Falls" online courses. Since that time, the back injury course was replaced by "Back Safety." Members were asked to view this new course by the next meeting, at which time we will critique it and draft the final recommendation.

Members agreed we should emphasize the importance of people saying something when they see an unsafe act.

6. Aaron will ask chairs to review their Emergency Management Plans and submit updated versions to the dean's office and their department employees.
7. The next meeting will be on Thursday, October 18, at 3:30 in Phinney 102.

The meeting adjourned at 4:30 p.m.

Minutes submitted by committee secretary Suzanne Aaron.