**SAFETY COMMITTEE MEETING**

**MINUTES**

September 4, 2014, 9:30 AM

Leonard Center Social Room

**Members:**

Pat Anderson, Gary Chidester, Kara Coates, Jodi Gerrits, Brenda Gonzales, Joe Jensen (teaching), Heidi Johnston, Jin Ho Jung, Meachell Walsh, Roger Quijada, Elex Vavrick (teaching)

* Introduction of all members
* Old Business;
  + - Reviewed the discussions from last semester on producing a Faculty/Student check list for field study. Spring semester the committee had started a listing of items that should be taken on field work trips. Pat was going to approach other institutions and obtain their information. This would be a checklist that could be used by faculty and/or students doing field work and research. It was agreed the committee would put together one of these during the year.
    - Drug and Alcohol policy revisions. This was discussed last year in committee but never finalized by faculty senate. Because the Sept. Board of Regents meeting is reviewing, discussing and may pass a new policy on medical Marijuana this item will be tabled until the outcome of that policy is decided.
* New Business;
  + - Review of Faculty Senate Chair’s workshop including discussion of how many meetings per semester and how attendance and participation will be reported for performance review purposes. We agreed that participation may be by email on proposed items and policy changes if a member is unable to attend because they are out of town or teaching at the meeting time. Meetings would continue to be one a month unless there was an urgent need to meet over a specific problem.
    - The committee received a proposal from Pat to update the smoking policy to include e-cigarettes, hookah pens and pipes and illegal substances. This will update the current policy 4.26 which only refers to cigarette smoking. It will include compliance with the new Classified State employee policy which is quoted as the first paragraph of the procedures section. Policy revisions received a motion for approval by Gary Chidester, a second by Jodi Gerrits and was approved unanimously.