

## **ETCS Safety Committee Meeting Minutes**

**October 19, 2015**

Present: Barry Dupen, Bongsu Kang, Guoping Wang, Stephanie Steel (Radiological and Environmental Management Health & Safety Manager)

Absent: Jacques Chansavang (ABET accreditation visit), David Momoh (trip to West Lafayette)

### **Previous Meeting**

We elected Barry to serve as Chair, and David to serve as Vice Chair. Some of the issues we will discuss in coming meetings are:

- Addressing the concrete debris on the floor of the Civil Engineering lab (who is responsible for cleanup?).
- Ensuring that signage is up to date in labs.
- Training Visiting Professors on the use of equipment.
- Establishing who the responsible party is, when students are in a lab (with or without direct supervision).
- Posting rules on a website, as is done in West Lafayette.
- Conducting regular lab inspections.
- Establishing a process for collecting data on safety issues.

We agreed to meet on October 19 and discuss safety issues from our respective departments.

### **REM Recommendations**

We met with Stephanie Steel from Radiological and Environmental Management (REM) to discuss certification. REM certifies departments, not rooms or programs. Certification must be renewed annually. If an accident occurs in a certified lab, the University pays any fines; if an accident occurs in a noncertified lab, the Department pays.

ETCS started the process for safety certification several years ago, but did not follow through.

Stephanie recommends that we

- Hold regular ETCS Safety Committee meetings.
- Complete the certification process, which includes a self-audit and an inspection by REM.
- Ensure that the membership of the ETCS Safety Committee includes staff as well as faculty.

Stephanie will send us information on certification.

### **Safety Issues from the Past Month**

The IPFW chapter of ASCE (American Society of Civil Engineers) sponsors the construction of a concrete canoe, for a competition. Construction Engineering Technology students working on the canoe project damaged the large Tinius-Olsen universal testing machine while attempting to convert it from tensile to compressive mode. They were not trained in this procedure, and locked up the machine. They reported the problem, and fortunately nobody was injured. Neither the IPFW ASCE faculty advisor (Suleiman Ashur) nor a technician was present to supervise the students. Cost of repair was shared by CME and MCET.

Surveying students report that reflective safety vests are too small to fit over winter jackets.

Students are breathing dust and fumes from the concrete canoe activity because the filters are dirty.

Some lab courses lack a printed lab manual, listing equipment and safety information.