

San Jose State University
College of Science Safety Committee

Meeting Minutes

DATE: 10/14/21

TYPE OF MEETING: Zoom Meeting

Current membership:

Miri VanHoven, Michael Kaufman, Laura Miller Conrad, Bree Grillo-Hill, Phil Dirlam, Randy Kirchner, Nada Attar, Carlie Pietsch, Liam Stanton, Miguel Valero, Jocelyn Douglas, Christopher Smallwood, Victor Maraschin

Call to order: 3:00 pm

Members present: MVH, BGH, RK, VM, PD, CP, LMC

Members absent: MK, NA, LS, MV, JD, CS

Announcements -

1. College of Science Safety Page is revised and live! <https://www.sjsu.edu/science/resources/faculty-staff/safety/index.php>
2. Chemical SOPs will be required for all research laboratories in the College of Science by November 1, 2021. All research laboratory students and personnel must then be trained on Chemical SOPs and the training must be documented.
SOPs must be developed for especially hazardous procedures in research laboratories, including working with:
 - pyrophorics,
 - hydrofluoric acid,
 - carcinogens,
 - reproductive toxins, and
 - acute toxins with a high degree of toxicity (e.g., poisons)
3. Deadlines for Biological Use Authorization (BUA) submissions to the Institutional Biosafety Committee (IBC) for research and Winter or Spring laboratory courses are listed below:

Research:

October 15 - Last day to submit new research BUA submissions for ongoing research or research that will begin in January 2022. Submissions will be accepted after this date, but BUA approval may then be later than January 2022.

November 1 - Last day to submit "in progress" research BUA submissions with missing information or corrections requested by the IBC.

Renewals - Must be submitted at least one month prior to the expiration of the BUA.

Winter and Spring 2022 Courses:

October 15 - Last day to submit new lab course BUA submissions for Winter and Spring 2022.

November 1 - Last day to submit amendments or renewals of lab course BUAs (for courses with currently approved BUAs).

Jan. 3- Last day to submit BUA amendments with updated instructional personnel for winter session courses with currently approved BUAs. (Current semester instructional personnel should be listed on the main BUA and sign the signature page).

Jan. 24- Last day to submit BUA amendments with updated instructional personnel for spring term courses with currently approved BUAs. (Current semester instructional personnel should be listed on the main BUA and sign the signature page).

Review of minutes: Review and approve previous meetings minutes

1. Approve May Meeting minutes
https://docs.google.com/document/d/1m4xABS8_xGUiM7Av8BzpzTrPkYS7pUIZ/edit?usp=sharing&ouid=105882376171341426439&rtpof=true&sd=true

1st Miri, 1nd Vic

Old business -

1. Lab coat laundering - what is the current need, if we can use a vendor, cost and whether other departments can bundle the lab coat cleaning to share the cost.
 - a. Cintas = lab coat laundering; Randy will follow-up to ask how this could work
 - b. BGH to make Google survey to determine need to lab coat laundering #s, frequency

New business

1. College of Science Committee Charter review
https://www.sjsu.edu/science/docs/Resources/Safety_Meeting_Minutes/SJSU%20CoS%20Safety%20Cmte%20Charter%20May%205%202019.pdf
2. Field Safety Program

Next meeting: DATE/TIME/FORMAT (in person or zoom)

Adjournment - TIME