**Lab Safety Committee Meeting Minutes**

Meeting date/time: 22 Sep 2023, 1:00 PM

**Present (-):**

-Silvia E. Smith, (Biology, Chair)

-Gale Sampson (Biology)

Takisha Bullard (Biology)

-Kinsley Adams (Biology)

-Telisha Oxendine (Biology)

-Michael Bullard (EHS)

Charles Chavis (EHS)

-Christopher Scott (EHS)

-Carolyn Parsons Oxendine (Chemistry/Physics)

-Sally Vallabha (Chemistry)

-Martha Hepler (Nursing)

-Deidre Powell (Student Health)

-Sam Speir (Arts)

**Agenda:**

1. **OSHA compliance in lab attire for both professors and students** (this includes appropriate lab coats, clothing, and shoes, and nail length).

* Post pictures of appropriate attire in Chemistry/Physics and Biology labs.
  + Poster option with UNCP student preferred.
    - Need to add:
      * No skin exposed below the neckline.
      * No pendulous/large jewelry.
      * QR code that links to chemical hygiene plan.
      * Long hair must be tied.
  + Nursing has their own existing poster.
  + Art will work with Takisha to build a suitable poster model.
* Nail length:
  + Less than ¼” past end of fingertip.
  + Nursing follows CDC guidelines.
  + Silvia Smith will email Dean Gay whether he wants to enforce nail length in CAS.
  + Path to encode nail length requirement in Chemical Hygiene Plan: Academic Affairs, Faculty Senate, Student Handbook?
* Lab coats required everywhere.
  + Exceptions: Ecology and Botany labs, any time there is field work.
  + Office hours held in lab: lab coats/PPE required?
    - Yes, unless lab space can be modified to resemble classroom setting (no chemicals/sharps/*etc*).
* Leggings ok if cotton-based, no spandex or plastic based fabrics.
* Abdomen exposed: not ok even if under lab coat.

1. **Mandatory training modules**:
   * Silvia Smith will email Deans LSC recommendations and will do so before the beginning of every semester.
   * **Videos**:  [https://www.youtube.com/watch?v=GjAD83B4JaY&list=PL4qaj9envIYnBaQSPpcOMUqWiQUAgPoMq](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.youtube.com%2Fwatch%3Fv%3DGjAD83B4JaY%26list%3DPL4qaj9envIYnBaQSPpcOMUqWiQUAgPoMq&data=05%7C01%7Clabsafety%40bravemailuncp.onmicrosoft.com%7C48afc31ff2f54c9c4eb108db3ceb8722%7C1aa2e3287d0f4fd19216c479a1c14f9d%7C0%7C0%7C638170754507865320%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=CsUjFlwmZmgn8rGbU6GILtJCV73HYLSxXGlRh%2FikKeY%3D&reserved=0)) for faculty, staff, and students who teach/work in labs.
     + Add link to training modules to EHS website.
     + Make a quiz for training modules available to everyone?
   * **UNCP chemical hygiene plan**: <https://www.uncp.edu/sites/default/files/2022-02/UNCP%20Chemical%20Hygiene%20Plan%20-%20November%202021.pdf>
2. **Enforcement of UNCP Chemical Hygiene Plan and OSHA lab safety regulations**.
   * + Report violations to EHS and Dept Chair.
       - EHS works with non-compliant Faculty, Chair, Deans, as appropriate.
       - Ask for EHS compliance checks.
3. **Paperwork to complete in the event of an accident**.
   * + Different paperwork for student employees and employees
     + For employees: email report to [accidentreporting@uncp.edu](mailto:accidentreporting@uncp.edu).
     + Website for accident reporting for students and staff: <https://www.uncp.edu/resources/finance-and-administration/departments/environmental-health-safety/accident-reporting>

**Additional Items:**

* + Welcome new members!
    - Samuel Speir, Art
    - Deidre Powell, Student Health
    - Kinsley Adams, Biology
    - Christopher Scott, EHS
  + Schedule next meeting for the end of the semester.