

MEETING MINUTES

Chemical Hygiene Committee

Date | time 5/13/2024 12:00 AM | Location Zoom

In Attendance

Mark Woods, Chemistry Professor (Chair) | Scott Jaqua, Asst. Director of EHS, RSO, CHO | Lindsay Henderson, Laboratory Safety Specialist and Biosafety Officer | Shuvasree Ray, Chemistry Professor | Jen Morse, ESM Professor | Raj Solanki, Physics Professor | Becca Wilson-Ounekeo, ESM Lab Manager | Xavier Oberlander, Art Program Assistant | Nic Meier, Chemistry Stockroom Manager (SRTC) | Mike Wendel, Biology Teaching Lab Manager | Shannon Roth, Director, Research Integrity & Compliance Operations | Cristina Kelly, Research Integrity & Compliance Operations Administrator | Special Guest: Rick Tankersley, Vice President for Research and Graduate Studies

Absent

Kim Brown, Biology Professor | Annette Dietz, CEE Professor | Kaleb Hood, Student Representative from MME | Ben Perkins, Geology Professor | Cristina Kelly, Research Integrity & Compliance Operations Administrator | Emma Duehr Mitchell, COTA Workshops Coordinator

Approval of 4/18/2024 Meeting Minutes

Narrative:

- The committee was asked to review the previous meeting's minutes and then to vote on if they should be approved as is or if changes are needed. The committee unanimously voted to approve the meeting minutes with no changes needed.

Discussion with Special Guest, Rick Tankersley

Narrative:

- Rick reconfirmed the importance of this committee and thanked the committee members for serving on it. As well as thanked Mark for serving as the committee's chair for seven years.
 - Interested in finding ways to support faculty and staff and ease some of the burden
- Topic 1 from committee: Lab closeouts (faculty leaves)/graduate student(s) continuing work and then vacating the lab – this has been an ongoing issue
 - Total waste costs from SB1 cleanout (in waste only) were over \$1 million, over \$250k for chemical waste alone.
 - Standard examples include: graduate student wrapping up and leaving PSU, lab moving to new space, etc. Special examples include: Early retirement for faculty (with no plan for finishing up grad students), faculty leaving institution, graduate student abruptly leaving PSU, etc.
 - Mark has suggested that the Graduate School would be happy to continue these conversations and discuss how to practically implement any path going forward. Mandating Secondary Advisors are a potential option.
 - The system of Annual Chemical Inventory helps to lower some issues. Rick mentioned a past practice of "amnesty days" to purge unwanted chemicals on a regular basis.
 - Sabbatical is another situation that sometimes poses issues with oversight of lab/graduate students. *Updates are currently being made to the sabbatical guidelines*
 - Creating plan/guidance for graduate students on resources on how to proceed in some of these scenarios
- Topic 2: Lab and field incidents and how best to distribute information more broadly

- The committee reviews incidents every meeting. Who else may want this information? Does RGS have interest? Should all department chairs receive it? CLAS Dean's office?
- What is increasing or decreasing? Could these provide opportunities for additional training/education opportunities? Are there hot spots on campus?
- Grouping by severity could also be useful. All incidents are not created equal.
- Looking at annual snapshots would be helpful for the Deans.
- Annual faculty lab training – resource based

Action Items:

- Topic 1:
 - Lindsay to provide Rick with existing practices from other institutions on how the formation, maintenance and dissolution of a lab takes place.
 - Rick would like to see costs over the last 10 years of chemical disposals. Any trends? Spikes in cost? Scott will meet with Jeff and get Rick these numbers.
- Topic 2:
 - Send annual incident report to Rick and the Deans
- Rick is happy to come back to a future meeting. Perhaps annually? Discuss at next meeting

Review and Revise Committee Charge

Narrative:

- Chair section needs to be reviewed.
 - Can we elect a Chair without a Chair?
 - Change the term length?
 - How is one elected or chosen? Faculty only?
 - "The Chair has to be willing to serve".
 - The Chair needs to be a current committee member.
 - Xavier suggested that faculty should be chair. It could potentially open up opportunities for recruitment. Staff's participation on committees is optional, versus for faculty who need to serve on at least one committee.
- Language needs to be cleaned up a bit.
 - No longer "departments", colleges and schools are more prevalent.
- Specify on representation for "New School" in 2024-25
- Add bit on "Executive Committee"

Action Items:

- This should be finalized at next meeting.

Next Meeting

10/24/2024 12:00 PM, Zoom