

MIRAMAR COLLEGE
FACILITIES, HEALTH, AND SAFETY COMMITTEE
Draft Minutes
Thursday, September 1, 2022
1:00 p.m. – 2:00 p.m.
N-206

Committee Members:

Present: Allen Andersen (Co-chair), Cheryl Barnard (Proxie for Lezlie Allen); Brett Bell (Co-chair), Adrian Gonzales, Jill Griggs, Michael Odu, Darrell Rankin

Vacancies: Faculty (1), Classified (1)

Absent: Kurt Bidinger, Marwa Danish, Fred Garces, MaryAnn Guevarra, Calvin Le, Allen Kuo

Guests: Nick Gehler, Linda Woods

Call to Order: 1:03 pm
With quorum

Action Items:

Approval of Agenda:

- I. **Approval of the Agenda** – Motion to approve: MSC – M. Odu, A. Andersen, Unanimous
- II. **Approval of Past Meeting Minutes** –
05.05.2022: MSC - A. Gonzales, J. Griggs, Unanimous

Report of Injury or Illness

B. Bell: Discussed the role of the committee:

- To review the injury and illness reports that are submitted.
- Reports will not be shared to members, due to confidentiality reasons.
- To discuss if additional information is needed or if action is needed.
- We are to look for if there is a condition, a piece of equipment or a practice that is not being used properly or dangerous that we cannot fix.

Discussed reports and incidences of injured employees and students.

04/29/2022: An employee fell, in the K1 building. The fall occurred on the second floor. The employee landed on right knee with left hand. The left knee was fractured. There were no objects or substances that directly harmed the employee. No work place safety rule was violated, no obstacles that caused the fall, it was not a slip, just a fall.

8/31/2022: A student, injured their toe as they opened the door. The student jammed their toe under the door. No work place safety rule was violated.

5/5/2022: A student, injured their left knee while jogging. Noticed a curb in front of them and misstepped off the curb. Does not state if the person was enrolled in class. No work place safety rule was violated

A. Gonzales: Questioned regarding issues with pets on campus now that we are back. During the pandemic many people were bringing their pets on campus. Now that we are back on campus, many people are still bringing their pets on campus.

San Diego Miramar College Fall 2020-Spring 2027 Strategic Goals

- 1) **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success
- 2) **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success
- 3) **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making
- 4) **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships
- 5) **Diversity, Equity, and Inclusion** – Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community

B. Bell: Working with College Police to manage the enforcement aspect. Working with District Risk Management on the board policy part of it.

A. Gonzales: Suggested to add more general signages regarding the pet policy.

Old Business:

None

New Business

FHC Calendar, Membership, Governance Review (B. Bell, A. Andersen)

B. Bell: Discussed and approved calendar

Bell discussed standing memberships and replacements.

L. Woods: Shared that Fred Garces is on sabbatical.

N. Gehler: Volunteered to fill in for F. Garces, while on sabbatical.

B. Bell: Kurt Bidinger has never been to a meeting. Will be asking for a new replacement for Public Safety.

Confirmed with other members that they will be continuing.

Discussed Governance Review

- What the charge and responsibility of the committee is.
- Where to find on the Miramar website

Chemical Hygiene Plan – Annual Review (B. Bell, A. Andersen)

B. Bell: Discussed where to find on Miramar website

Discussed purpose of the plan.

- Mandated that we have a Chemical Hygiene Plan (CHP) and a Hazardous Communication Hygiene Plan.
- Must be reviewed on an annual basis, by FHSC.
- This will be the first annual review, of this plan.
- We will be assisted by the District Risk Management and Keenan and Associates. They will review the plan and update it.
- Needs to have a Districtwide perspective.
- This should be Districtwide policy and procedures and then move to more Miramar specific information.
- Focuses more on hazardous waste management and not CHP.
- CHP is the storage use and disposal of chemicals.
- Safety officer designation needs to be assigned.

L. Woods: Is working with Risk Management to discuss the plan. District feels three separate plans are needed, because each campus is unique. She is waiting to hear back from Risk Management, after they discuss with Keenan.

Will be having a separate conversation with the District regarding a Hazcom plan.

B. Bell: Recommends one plan for all campus. The details would be divergent of each of the campuses.

A. Andersen: Will Chemical Hygiene officer be one individual?

B. Bell: Looking at establishing a person to be in charge of Chemical Hygiene.

- Would like the person to have a college wide perspective.
- Support this committee with the routine health and safety issues we need to comply with.
- This plan will need to go out for a broader review.
- Will need to be very broad in instruction.
- Discuss with Michael Odu later, that it gets input from Instruction, Student Services and Administrative Services.
- This will allow the annual review to be comprehensive.

A. Gonzales: Will it be sent out to DL for input?

B. Bell: Will wait to hear from Risk

A. Gonzales: Discussed where the review can be done.

M. Odu: Shared that he knows who he will be reaching out to.

San Diego Miramar College Fall 2020-Spring 2027 Strategic Goals

- 1) **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success
- 2) **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success
- 3) **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making
- 4) **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships
- 5) **Diversity, Equity, and Inclusion** – Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community

I-building Update (B. Bell, A. Andersen)

A. Gonzales: A room for I building has been remodeled for an improved Veterans Office.

- The state has asked the college to look at the standards of which we provide for Veterans.
- Shared what the new Veteran's Office has.
- Used some state money, received on annual basis to fund the remodel.
- Was given an additional \$2.5 million, supported by Assemblymember Brian Maienschein, to improve and expand the current remodel.
- Looking at bottom floor of the I-Building to expand.
- Will be working Veteran's center staff and District architect to plan it all out.
- Honors will be included in the remodel.
- The Military base facility will also get some of the funding. We are going to get our own dedicated lines and hot spot.
- A public announcement in mid-October, in regards to receiving the funds.

Housing Planning Grant Application (B. Bell, A. Andersen)

B. Bell: President Lundburg and Brett were approached by District management to ask about our interest in the grant writing project to support the feasibility on housing on campus.

Give opportunity help ensure success for students in areas where housing is difficult to attain and housing shortages.

City has already gone through this grant process.

Facilities and Chancellor has asked each college to determine if housing can be accommodated on campus, or near campus.

District Facilities Management will apply for a feasibility grant, on our behalf.

They will look at our student population and the population of Mira Mesa and potential for different locations.

We do not have data of housing needed or potential location.

There will be a consultant, that will be the project manager. They will assist us bridge gaps where we do not have expertise of determining the need for housing on or near campus.

A. Gonzales: City has discussed housing for employees and students.

Will this also be planned for our campus?

B. Bell: We will also do the same to attract students and staff to retain them.

Announcements:

A. Andersen: Questioned if there is update on vernal pools.

D. Rankin: Monday morning unlock and Friday lock. Will be open in the evenings, during the week.

The grounds have cleaned out the walkways.

Discussed issues of public using for housing in that area.

L. Woods: Will there be signs for "Wildlife Posted"

B. Bell: Yes, we will look into that.

I. Next Meeting

October 6, 2022, 1:00 – 2:00 p.m.

II. **Adjourn:** 1:42 pm.

San Diego Miramar College Fall 2020-Spring 2027 Strategic Goals

1) **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success

2) **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success

3) **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making

4) **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships

5) **Diversity, Equity, and Inclusion** – Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community