



SANTA BARBARA CITY COLLEGE

Chemical Hygiene Meeting

November 19, 2021

11 am - 12 pm

via Zoom

Present: Adrienne Betty, Tracy Reynolds, Cecilia Contreras Martinez , Jess Estrada , Alyssa Barbosa

Chemical Inventory Update:

VelocityEHS does provide a system to track chemical inventory and only the application will need to be downloaded. No other device is needed. This service is free to us. Cecilia Contreras Martinez and Adrienne Betty walked through the step by step instructions and there were no issues and it took less than two minutes to complete. It was shared that we will start to use this system moving forward for chemical inventory. It was suggested to set a weekly goal for entering inventory as we would like this completed by the next annual lab safety inspection in June.

Student Laboratory Safety Contract:

At our October meeting we discussed the student laboratory safety contract being used more widely across the science divisions and some questions came out of that discussion.

Question: Should we request emergency contact information from students?

Answer: Historically, when a student has been injured on campus it has been up to the Student Services Dean to contact the emergency contact previously provided by the student during enrollment. We haven't put this responsibility on faculty unless they are on a field trip. The less hands on personal student information, the better. Therefore, continue with the same source for Emergency Contact information for students and not allow another avenue that could be compromised.

Question: How long should we keep the contract on file for?

Answer: There isn't a regulation for this type of record to retain since the students are no longer minors. However, I would recommend retaining the contract in the students personal records file.

Question: Should we require a wet signature from students?

Answer: The current safety contract is a Google form which requires the student to sign in to their SBCC email which of course is password protected. This would be considered an e-signature acknowledgment and is sufficient for the purposes of this contract process.

Please keep in mind that by students signing this lab safety contract it does not mean they will be held legally responsible for their actions. It shows we have informed them of the hazards in science laboratories, acceptable and unacceptable conduct, and health & safety protocols.

Using Raeanne's version of the student laboratory safety contract, I have extracted the wording from the Google form and placed it in a Google document for other science departments to use as a reference when creating their own versions. I would like all department chairs to review, provide feedback and approve of every version their department uses prior to implementation.

Chemical Spill Kits:

A link to a chemical spill kit was sent to all of the laboratory technicians for their review and feedback in October. The feedback was positive and they would like to move forward with [this option](#). Tracy Reynolds mentioned we need something that includes items to deal with organics/solvents for the O-Chem lab as well as her lab. We are reaching out to the supplier to confirm the option selected will work with organics and solvents.

QUERIES PRESENTED DURING MEETING:

Jess Estrada requested information on how to ground flammable gas. Jess was advised after the meeting to simply submit a facilities work order for this work to be completed.