

San Jose State University
College of Science Safety Committee

Meeting Minutes

Thursday March 13, 2025 at 3:00 P.M.

ISB 130 / Zoom

Membership: Christopher Smallwood (Physics), Philip Dirlam (Chemistry), Minghui Diao (Meteorology), Sayma Akther (Computer Science), Andrea Gottlieb (Math), David Ensminger (Biology), Nate Bogie (Geology), Sarah Smith (MLML), Randy Kirchner (CoS Safety), Victor Maraschin (Radiation Safety), Petra Dekens (MLML), Skye Kelty (EH&S, Chemicals and Lasers), Miri VanHoven (CS, PD, MD, SA, AG, DE, NB, SS, RK, VM, PD, SK, MVH)

Call to Order: 3:05pm

- Members present: CS, PD, SA, AG, NB, SS, PD, SK, MVH, VM
- Members absent: MD, DE, RK

Minutes:

- Minutes for 2/13/2025 need to be approved.
 - Move to approve: NB
 - Approved? Yes, Approved

Announcements:

- (Chris, Skye) Fall 2024 EHS Inspection reports have been compiled. These are available as an attachment to the minutes.
- Reminder to follow the guidelines for contacting CoS Safety Team (outlined in email from MVH on 3/12/25).
 - Use science-safety@sjsu.edu and the SJSU landline phone number (not individual emails or personal cell phones).
 - For contact outside of normal business hours contact UPD and they will facilitate communications with any relevant staff to address safety issues.

Old/Recurring Business:

- (Miri) HVAC issues in ISB, DH, and Science. Status update?
 - Steam coil repair underway (valve replacement). Cleaning/removal of the hard water deposits is going to be conducted with the coil in place.
- (Miri) Lab/shop transition plans. Status update?
 - Admin has completed a draft and it is currently at EHS for input. After EHS it will go to department chairs for their input. Finally, it will come to the CoS Safety Committee.

New Business:

- (SS, MLML) Lab Safety Training (for PIs and Students)
 - Is there documentation on EH&S expectations for training?

- Would like to discuss a more centralized/consistent lab safety training method (e.g. a lab safety course) as the current model of having trainings being completed on a PI-to-PI basis.
 - (MVH) There is a basic chemical safety training in CoS that MLML can have.
 - (PD) Is the desire to have an in-person, practical training course?
 - (SS) Yes, prior experiences at other institutions is that this sort of course is offered.
 - (SK) Could conduct training if scheduled and coordinated. Would provide a 3-year awareness training certificate.

Adjournment: 3:38 pm

statistics from the Fall 2024 inspection reports

Skye Kelty <skye.kelty@sjsu.edu>
To: Christopher Smallwood <christopher.smallwood@sjsu.edu>, Miri VanHoven <miri.vanhoven@sjsu.edu>

Hello Chris,

I can share the statistics from the Fall 2024 inspection reports from June-Dec 2024 for the CoS Safety Committee.

- 105 inspections were conducted in total from June-Dec 2024.
- Approximately a third of inspection reports were still open at 3 months and required a EHS hard-deadline to finish. Only a single room in CoS was subject to an actual EHS consequence for
 - Only 5% of inspection reports were closed out within 30 days
 - 14% of reports lacked any progress in the first 30 days (note EHS gives some grace related to winter break)
- 76% of checklist items were noted as compliant meaning that 24% of the checklist items were in violation.
- Most labs/shops had <10 violations which is more consistent with a handful of routine issues like housekeeping, administrative tasks, facilities issues, and student mistakes.
- Only 10 dedicated research lab inspection reports exceeded 20 violations.
 - The most violations in a single inspection was 103 followed by other outliers at 89, 65, and 64 -- these are all dept shared spaces and often cover multiple locations. EHS and CoS safety staff to help work through complicated cleanup projects in these spaces.

- For the all corrective actions completed for the 2024 inspection reports:
- 26% were closed as "No further Action" which generally means that a facilities work order was submitted.
 - 60% were resolved by the lab/shop occupants or safety staff
 - 14% are still pending (some of these are part of larger & complicated cleanup projects in dept shared spaces)

Here are the top 10 violations in CoS for June-Dec 2024

Location	Rank	Ranking Score	Included on # of Inspections	Not
SJSU				
Other	1	63.75	149	
Furniture and equipment taller than 60" is SEISMICALLY ANCHORED to avoid tipping over.	2	53.80	95	
CHEMICAL INVENTORY is barcoded or otherwise entered into the RSS Chemical Inventory. SDSs are readily accessible for all chemicals in the lab/shop and are up to date. Unused chemicals and SDSs are removed at least annually.	3	49.00	93	
HAZARDOUS CONSUMER PRODUCTS procured by personnel are properly stored according to hazard and added to the RSS chemical inventory. For example: spray paint, degreasers, and bleach.	4	45.00	79	
COMPREHENSIVE SIGNS in SJSU format are posted in designated work areas noting specific hazards, required PPE, any general safety information for the room, and emergency contact information.	5	42.00	102	
CHEMICAL CONTAINERS are labeled with the chemical name, concentration, and the GHS symbols/words for each hazard property (e.g., flammable, toxic, corrosive).	6	37.00	88	
TEMPORARY CHEMICAL CONTAINERS (i.e., secondary containers or "in-use" containers) are labeled with the GHS symbols/words for each hazardous properties. The temporary containers must be labeled with the chemical name and concentration OR a "user-defined label" that includes an identification of the contents that is clearly communicated to everyone in the lab/shop.	7	35.50	79	
High OVERHEAD STORAGE is secure. Shelves are equipped with restraints or lips. Heavy items are stored on lower shelves. Materials are stored at least 18" below sprinkler heads or materials are stored at least 24" below ceiling if not sprinklered.	8	33.00	103	
COMPRESSED GAS CYLINDERS or CRYOGENIC LIQUIDS are labeled with the name of the chemical contents and are included in the RSS chemical inventory. Cylinders/tanks/dewars are marked full, in-use, or empty.	9	33.00	56	
Adequate FIRST AID equipment is available including disposable gloves and bandages.	10	32.25	100	

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