

PARTICIPATORY GOVERNANCE COUNCIL STANDING COMMITTEE DESCRIPTION AND PURPOSE

Last update: December 2024

- I. COMMITTEE NAME:** Environmental Health and Safety Committee
- II. TYPE OF COMMITTEE:** Standing Committee of the Participatory Governance Council
- III. MEMBERSHIP (NUMBER OF MEMBERS, TERMS AND TERM LIMITS):**
 - a. 3 Students (Appointed by Associated Students Executive Board)
 - b. 3 Faculty (Appointed by Academic Senate)
 - c. 3 Classified Staff (Appointed by SEIU)
 - d. 3 Administrators, Chief of Police and Director of Buildings and Grounds are recommended (Appointed by Chancellor, after consultation with Administrative Council)
 - e. Alternates (3 from each group listed above)

Term limits subject to appointing body.

Special Considerations: Any member may be called upon during an Occupational Safety and Health Administration (OSHA) investigation, so committee members are strongly encouraged to complete a ten-hour OSHA safety course to improve understanding applicable to this committee. [1]

- IV. COMMITTEE CHAIR(S):** Appointment is at the discretion of the Chancellor; traditionally the Risk Manager or Director of Student Health. The Committee may elect a co-chair if desired.
- V. GOAL:** This Committee meets as required to assist the College in promoting a healthy workplace and educational environment free of recognized physical and environmental hazards.
- VI. PURPOSE AND RESPONSIBILITIES:**
 - a. A proactive approach to health and safety protects District investments in the lives of employees and students, employee productivity, and District reputation
 - b. Understand, discuss, and evaluate trend data on employee and student injuries and illnesses on District property to make recommendations on prevention of similar events
 - c. Understand, discuss, evaluate, and make recommendations about the District Emergency Procedures Manual
 - d. Understand, discuss, evaluate, and make recommendations about the Injury and Illness Prevention Program (IIPP - 8CCR3203), including safety communications, facility safety inspections, and employee safety and

compliance training [2]

- e. Discuss and evaluate outstanding work orders related to health and safety
- f. Review and make recommendations regarding the District's resource allocation related to health and safety
- G. Fulfill committee obligations as set forth in the annual board and college goals.
- H. Fulfill committee obligations to college accreditation.
- I. Convene meetings no less than quarterly.

VII. ACCJC - ACCREDITATION STANDARDS TO WHICH COMMITTEE CONTRIBUTES:

- a. 3.1. The institution employs qualified faculty, staff, administrators, and other personnel to support and sustain educational services and improve student success. The institution maintains appropriate policies and regularly assesses its employment practices to promote and improve equity, diversity, and mission fulfillment.
- b. 3.8. The institution constructs and maintains physical resources to support and sustain educational services and operational functions. The institution ensures safe and effective physical resources at all locations where it offers instruction, student services, and/or learning supports.
- c. 3.10. The institution has appropriate strategies for risk management and has policies and procedures in place to implement contingency plans in the event of financial, environmental, or technological emergencies and other unforeseen circumstances.

VIII. MEETING DAY AND TIME: 3rd Monday each month, 3 pm to 4:30 pm

IX. MEETING FREQUENCY: Monthly

[1] An OSHA ten-hour training course is available from Risk Services and other sources. The course teaches recognition, avoidance, abatement, and prevention of safety and health hazards in the workplace.

[2] Safety topics addressed by this committee will include, but are not limited to:

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| • Hazard Communications
29CFR1910.1200, 8CCR5194 | • Respiratory Protection
29CFR1910.134 |
| • Noise & air quality EPA,
29CFR1910.94-95, etc. | • Personal Protective
Equipment (PPE)
29CFR1910.131-138 |
| • Electrical safety 29CFR1910.301, etc. | • Spill prevention & control,
SF Art 21, 29CFR1910.120,
8CCR5160-5199, |
| • Machine guarding 29CFR1910.212,
147 | • Emergency Preparedness (including |
| • Hazardous materials and hazardous
waste handling, storage, and
disposal DOT, 29CFR1910.120, | |

evacuation drills, basic first aid, CPR, AED, first responder operations, fire extinguishers, and floor captains) 29CFR1910.35, 38, 151; 8CCR3220, 5162, 1512, 1960, etc.

- Ergonomics - OSHA General Duty 5(a)(1)

- Slips, trips, and falls (walking / working surfaces) 29CFR1910.22
- Workplace violence and prevention 8CCR3342, OSHA General Duty 5(a)(1)
- Fall protection 29CFR1926.501, etc.
- Exit pathways & signage 29CFR1910.35-38; 8CCR3215-3229; SF Fire & Building Codes.
- Chemical hygiene plan for labs 29CFR1910.1450
- Bloodborne pathogen protection (BBP) 29CFR1910.1030, 8CCR5193
- Asbestos (AHERA) - inspections and notices 29CFR1910.1001
- Vehicle operations, including driver/operator safety and training DOT, 29CFR1926.601, 8CCR3650, etc.
- Lock out, block out, tag out 8CCR3314, 29CFR1910.147.
- Health and Safety postings, CA Labor Code 6328, 8CCR9881, etc.