



# HEALTH AND SAFETY SCIENCES DIVISION MEETING

**Friday, 10/5/2020**  
**Zoom**  
**3:30 p.m.**

**Type of Meeting:** Regular

**Note Taker:** Lisa Lugo

**Attendees:**

**Full-Time Faculty**

Yesenia Cota	Dr. Casey Scudmore
Debra Dickinson	Susan Snyder
Lance Hodge	Parkinson, Elinda
Michael Hutchison	Robert Desch
Maria Kilayko	
Marissa Latuno	
Abu Taher Mahfuzur Rahman	

**Adjunct Faculty**

Karen Stenback

**Classified Staff**

Lisa Lugo

**Guest**

Betsy Sanchez

Items	Person	Action
I. Marketing Support Request Process	Betsy Sanchez	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Requesting advertisement can be done online.</li> <li>• 24-48 Hour turnaround for marketing on social media, newsletter, or upcoming website redesign.</li> </ul> <p><b><u>Action Taken:</u></b></p> <ul style="list-style-type: none"> <li>• None.</li> </ul> <p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>• None.</li> </ul>
II. COVID Update	<p>Dr. Casey Scudmore</p> <p>Gregory Bormann</p>	<p><b><u>Items Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• COVID taskforce checking daily for updates.</li> <li>• Information posters are now available on every outside entrance door required by the state.</li> <li>• Exposure details on procedures are available on the AVC website.</li> <li>• Crystal Ellis and Dr. Vines are checking reports and following up on potential positive COVID cases.</li> <li>• HR is required to report to the state on cases.</li> <li>• Lab courses will potentially be coming back on campus.</li> </ul>

		<ul style="list-style-type: none"> <li>Sanitation protocol on campus is working efficiently.</li> </ul> <p><b><u>Action Taken:</u></b></p> <ul style="list-style-type: none"> <li>None.</li> </ul> <p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>None.</li> </ul>
III. Evaluations	Gregory Bormann	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>Issues with a few evaluations due to technical issues with the site, will reschedule.</li> </ul> <p><b><u>Action Taken:</u></b></p> <ul style="list-style-type: none"> <li>None.</li> </ul> <p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>None.</li> </ul>
IV. Time Reporting	Gregory Bormann	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>If you will be absent from a class, please let the divisional office know to ensure the proper paperwork is turned in. If you will be subbing for a class, please let the divisional office know so you will get paid for it</li> </ul> <p><b><u>Action Taken:</u></b></p> <ul style="list-style-type: none"> <li>None.</li> </ul> <p><b><u>Follow Up Items:</u></b></p> <ul style="list-style-type: none"> <li>None.</li> </ul>
V. Committee Reports	Dr. Casey Scudmore          Michael Hutchison	<p><b><u>Academic Senate:</u></b></p> <ul style="list-style-type: none"> <li>The AVC homepage is updated to be more user friendly.</li> <li>Log in sign in for flex on AVC</li> <li>DETC is working on the next training.</li> <li>October 12<sup>th</sup> is the next board meeting.</li> <li>There are ways to get reimbursed, prior approval is needed.</li> <li>Faculty/ Adjunct to encourage our students to participate in their civic duty.</li> <li>Division rep to sit on the outcomes committee.</li> <li>Problems with outcomes and Elumin are occurring.</li> </ul> <p><b><u>Academic Policies and Procedures</u></b></p> <ul style="list-style-type: none"> <li>Courses that needed revision have started to processed.</li> <li>To those who have not turned it in please do so as soon as possible.</li> <li>The use of upper division courses being used as prerequisites for lower division courses are currently in discussion due to the loose policy in place. (nursing)</li> </ul>

	<p>Gregory Bormann</p> <p>Gregory Bormann</p>	<p><b><u>Accreditation</u></b></p> <ul style="list-style-type: none"> <li>• Midterm accreditation report is out, please contact Greg.</li> </ul> <p><b><u>Distance Education and Technology</u></b></p> <ul style="list-style-type: none"> <li>• Another training will be offered if you are going to be training online.</li> </ul> <p><b><u>Faculty Professional Development:</u></b></p> <ul style="list-style-type: none"> <li>• Please notify Greg if you are taking training somewhere else, possibility of the training counting towards FPD.</li> </ul> <p><b><u>Information Technology</u></b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><b><u>Honors Committee</u></b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><b><u>Outcomes</u></b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><b><u>Program Review</u></b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><b><u>Safety</u></b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul> <p><b><u>Strategic Planning</u></b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul>
VI. Other items	All	<ul style="list-style-type: none"> <li>• None.</li> </ul>
VII. Adjournment	Gregory Bormann	
<b>NEXT MEETING DATE:</b>		November 2, 2020 3:30pm