

Minutes



Meeting:	Arts and Science Joint Health and Safety Committee	Date & Time:	January 10, 2024, 10:30am
Location:	Microsoft Teams		
Chair(s):	Paul Bass and “Worker Co-Chair TBD”		
Attendees:	<ul style="list-style-type: none"> Monika Holzschuh, Paul Bass, Tina McKenna, Emma Battersby, Beatriz Sugarman, Matthew MacArthur, Islamiat Raji, Dan Langham, Cormac Evans 		
Regrets	<ul style="list-style-type: none"> Yanis Aouamri 		

Discussion Item	Attachment
1. Call to Order	
2. Approval of Agenda <ul style="list-style-type: none"> Approved 	
3. Discussion of Minutes from October 18 th , 2023	X
4. Co-Chair’s Reports <ul style="list-style-type: none"> Still looking for official co-chair worker member. New PSAC member(s) reuiqred 	
5. Report of Injury <ul style="list-style-type: none"> No reports of injury/ Form 7’s received. Committee had discussion around the general increase in accidents during the winter months. Dan Langham noted that there has been discussion with grounds around snow clearing and discussed the importance of units reporting dangerous situations by contacting facilities FixIt to get the most efficient snow and ice clearing. 	
6. Inspection Schedule <ul style="list-style-type: none"> Updates on the following inspections: <ul style="list-style-type: none"> Designated Substance Assessment Workbook - Lead in the Agnes Etherington Art Conservation - The document assesses if there is a likelihood for exposure/over exposure of 	X

Discussion Item	Attachment
<p>using a designated substance in units. Tina was present during the inspection and noted that the documentation and process was thorough and the procedure in which the student proposed was done well. No concerns were noted.</p> <ul style="list-style-type: none"> • Global Development Studies - Inspection Report <p>- Noted that the department was in good shape and only noted a crack in the wall which was inspected by FixIt.</p> <ul style="list-style-type: none"> • Industrial Relations Centre - Inspection Report <p>- No issues noted.</p> <ul style="list-style-type: none"> • English - Inspection Report <p>- No concerns however noted there is ongoing construction which has been disruptive to graduate students. Noted that there has been conversation between PSAC and the department head. Paul will follow up on the conversation. Unit has done everything they can to minimize disruption in offering additional spaces and are doing their best to maintain cleanliness throughout the renovations.</p> <p>Discussion of Upcoming Inspections:</p> <ul style="list-style-type: none"> • Dan School of Music and Drama: Paul & Tina • Gender Studies: Monika & Beatriz • School of Religion: Monika & Beatriz • Philosophy & Classics: Cormac & Paul • French Studies: TBD 	
<p>7. Other Business/Discussion Item</p> <ul style="list-style-type: none"> • Update from Cormac/Dan regarding bylaws and setting terms of commitment for committee <p>- Dan confirmed that the operation of the committee can happen with an imbalance of membership between worker member and management, as long as the imbalance is in favor of the worker members which can provide more flexibility in terms. Given the challenges for filling vacancies on the on the committee, there will be a push to address why committee members are leaving and will hold departments accountable to fill the vacancy.</p> <p>- Discussion around worker co-chair and filling the role. Tina and Beatriz discussed that due to workload, the co-chair position would not be feasible.</p> <p>- Noted that rounding out CUPE and non-union positions is imperative</p> <p>- Dan noted that a new workplace violence policy was approved and was distributed to departments with the request that it be posted on the Health and Safety boards as required by Occupational Safety. Asking the committee to pay attention to the safety boards during inspections to ensure that the policy has</p>	

Discussion Item	Attachment
been posted and is physically available to employees within the workplace.	
8. Next meeting: March 27 th , 2024 at 10:30am - 11:30am	