



Health and Safety Sciences

# HEALTH AND SAFETY SCIENCES DIVISION MEETING

**Friday, 8/14/2020**  
**Zoom**  
**4:30 p.m.**

**Type of Meeting:** Regular

**Note Taker:** Lisa Lugo

**Attendees:**

**Full-Time Faculty**

Dr. Rona Brynin	Dr. Casey Scudmore
Yesenia Cota	Kimberly Smith
Mark Cruz	Susan Snyder
Debra Dickinson	Joseph Watts
Barry Green	Ann Volk
Dr. Glenn Haller	Cindy Vargas
Lance Hodge	Parkinson, Elinda
Michael Hutchison	Jehlicka, Perry
Mary Jacobs	Robinson, Sandra
Maria Kilayko	Stout, Wendy
Marissa Latuno	
Abu Taher Mahfuzur Rahman	
Candace Martin	

**Adjunct Faculty**

Charles Burke  
Charles Gordon  
Kuroyama, Cory  
Butler, Deanna  
Stoll, Joanne  
Stenback, Karen  
Guardado, Rochelle  
Hughes, Sandra  
Corbitt, Shannon  
Atkerson, Timothy  
Waller, Cayton

**Classified Staff**

Sylvia Waller  
Lisa Lugo

**Guest**

Items	Person	Action
I. New Personal	Gregory Bormann	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Minutes were approved as written.</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. Introductions	Gregory Bormann	<p><b><u>Items Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Ensure to send reassigned time to the divisional office.</li> <li>• Introductions of all personal were held.</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. COVID Procedures MYAVC Self-Screening	Gregory Bormann	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Masks are required</li> <li>• Social distance 6 ft. apart</li> <li>• Wipes and sanitizer available</li> <li>• MYAVC self-screening to be done every day you are on campus including students.</li> <li>• Entrance specific for each program.</li> <li>• Everyone still has access to their office.</li> <li>• Office hours to be conducted via Zoom.</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. Adjunct Office Hours	Gregory Bormann	<p><b><u>Issues Discussed:</u></b></p> <ul style="list-style-type: none"> <li>• Office Hours due by the August 21<sup>st</sup>.</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. 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.</li> <li>• If you will be subbing for a class, please let the divisional office know so you will get paid for it. Please include CRN in email.</li> <li>• COVID is a special leave.</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>
VI. Committee Reports	Dr. Casey Scudmore	<p><b><u>Academic Senate:</u></b></p>

	<p>Michael Hutchison</p> <p>Gregory Bormann</p> <p>Rona Brynin</p> <p>Susan Snyder</p> <p>Dr. Glen Haller</p> <p>Wendy Stout</p> <p>Wendy Stout</p> <p>Michael Hutchison</p> <p>Michael Hutchison</p>	<ul style="list-style-type: none"> <li>• Yesenia Cota will be proxy for Dr. Casey Scudmore and Susan Snyder ***</li> </ul> <p><b><u>Academic Policies and Procedures</u></b></p> <ul style="list-style-type: none"> <li>• DE deadline is approaching.</li> <li>• All courses not approved for the DE list will not be approved to run in spring 2021.</li> <li>• Changes in eLumin must be submitted for approval prior to December.</li> <li>• All Allied Health and National Defense allowed to be on campus as planned.</li> </ul> <p><b><u>Accreditation</u></b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p><b><u>Distance Education and Technology</u></b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><b><u>Faculty Professional Development:</u></b></p> <ul style="list-style-type: none"> <li>• No Report.</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>• Outcomes from the summer has not been posted but will soon.</li> <li>• Those who wish to be added to the pool of proxies reach out for assistant.</li> </ul> <p><b><u>Program Review</u></b></p> <ul style="list-style-type: none"> <li>• Program review rep is needed.</li> <li>• Wendy Stout has accepted.</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>
<p>VII. Other</p>	<p>Gregory Bormann</p>	<ul style="list-style-type: none"> <li>• Nursing can meet anytime.</li> <li>• Sylvia Waller and Lisa Lugo division of responsibilities regarding faculty/ adjunct.</li> </ul>
<p><b>NEXT MEETING DATE:</b></p>		<p>October 5, 2020 3:30pm</p>