**SAFETY COMMITTEE MEETING**

**MINUTES**

April 22, 2015; 2:00 PM

DCIT 201

**Members:**

Pat Anderson, Gary Chidester, Kara Coates, Jodi Gerrits (Absent), Brenda Gonzales, Joe Jensen (Absent), Jin Ho Jung, Meachell Walsh, Roger Quijada,

* Introductions of all members and guest, Vice President Mahlberg
* Old Business;
* Discussion of a civility statement for contract and regular live, web and IAV classes. Guest Vice President Lynn Mahlberg discussed the current civility statement Great Basin College uses. The Committee discussed with Vice President Mahlberg the concerns brought forward and advised a new statement needs to be shared more broadly and be more specific about classroom behavior.
* The sample statements the committee had reviewed were shared with Vice President Mahlberg and as a group the following was agreed upon to bring forward to Faculty Senate for approval and use in syllabi.

Proposed Statement:

Civility in any classroom live or digital and “respect for the opinions of others is very important in an academic environment”. Students are expected to assist in maintaining a course environment that is conducive to learning. This includes appropriate verbiage and tone in the discussion environment. “It is likely you may not agree with everything which is said or discussed in the classroom. Courteous behavior and responses are expected. Classroom discussion should be civilized and respectful to everyone and relevant to the topic we are discussing. Classroom discussion is meant to allow us to hear a variety of viewpoints. This can only happen if we respect each other and our differences.”

“To create and preserve a classroom atmosphere that optimizes teaching and learning, all participants share a responsibility in creating a civil and non-disruptive forum.” Students are required, “to conduct themselves at all times in this classroom in a manner that does not disrupt teaching or learning.” Any discussion from class that continues on any listserv, WebCampus or class discussion site should adhere to these same rules and expectations. “When speaking, use courteous, respectful language and keep comments and questions relevant to the topic at hand.”

(Quoted sections from Florida State University, Academic & Professional Program Services

* Review of the field work/field trip guidelines deciding what will work for Great

Basin College. Please bring your top 5-10 suggested items for the list.

The committee discussed the necessary and suggested items that should be on the checklist for before departure, vehicle checks and what should be taken. It was agreed that the list should be open enough for faculty/staff to be able to use the sections they needed depending on the type and duration of a trip. For example a one day group trip to Lamoille Canyon will have different requirements that a student summer internship. A list was developed and will be put into a checklist format by Pat.

The committee agreed that further review of both items would be completed by email prior to the last faculty senate meeting so the timeline for submission could be met.