**A&S Group 6 EH&S committee meeting**

**January 17 2013, 3:00 pm**

**CMU 065**

Present: Tracy Harvey, Bob Blum, Michael Blalock, Beverly Wessel, Heidi Tilghman, John Martin, Ron Maxell, Matt MacAdam, Marianne Cavelti

1. Meeting called to order by chair Harvey at 3:05 pm.

1. Harvey announces resignation as chair of Group 6 EH&S committee due to new position as lab survey team supervisor with EH&S. Congratulations Tracy!
2. Harvey introduced new committee member Marianne Cavelti. Bob Blum will generate a Letter of Appointment for Marianne. Welcome Marianne!
3. With Heidi Tilghman now working in the A&S Dean’s office it was decided that she will resign her elected position to Group 6 and be appointed to the committee by the dean. The shuffling and departures of various members will result in the committee being at less than full strength until the next election cycle.
4. New committee chair Martin selected.
5. New committee secretary Cavelti selected. Thank-you Marianne.
6. Committee reviewed new incident reports:

2012-12-006 Comparative Literature-Complete, no further action necessary.

2012-12-030 Applied Mathematics-Complete, no further action necessary.

2012-12-052 Meany-Complete, no further action necessary.

2012-12-065 Drama-Incomplete, missing corrective action completion date.

1. Harvey reported on U-wide EH&S meeting of 1-9-13:

-Discussion of role safety committees play in the generation of safety plans.

-Led to further discussion of Group 6 task of evaluating safety plans for completeness. Discussion tabled until next meeting.

1. Next meeting set for February 21, 2013, 3:00 pm, CMU 065.

X. Meeting adjourned at 3:50 pm.