LST Meeting – November 20th, 2020

1) Accessing building on the weekend and after hours

Requires an update to the intermediate plan for accessing the building on the weekends.

We aren't supposed to be considering new requests for return to work at this time. For new child plans, new net access requests, we would need to wait until we see what happens on Dec. 7th to approve new child plans. Totally fine for existing people with access to go to the building anytime/weekends.

We can add people to the access list for an approved lab who are already working on campus in a different location.

- Swapping people on the lab lists can be permitted, but increasing the number in the labs cannot be approved.

How will training be managed for new occupants?

- We are letting the PI manage the training of the person being added

2) New Venture Design Course Update

P. Lusina presented the capstone safety plan to the students last week.

New Venture Design is a course across all engineering disciplines – in term 2 students will be needing to access labs.

- Teams need to figure out what services they need and go to the department where they are from (MECH would have different policies and services than ECE).
- Challenge is the working at home policy – Our direction is no power tools or soldering, MECH is quite different. How do we manage this within the course? This is being discussed with Carol and at a capstone meeting.

6 ECE students in the class

- Department Head is responsible for the safety of students in the program and set the standards. We could just say that ECE students have to follow our at home policies. Teams that have no MECH students can't do the same type of work, and maybe this is the best route to go.
- MECH is more hands on than our program, so the expectations are different. Maybe it is reasonable that programs have different policies.

Concerns with students potentially getting injured at home; experimenting with high voltages, soldering, etc. Developing a safety plan for the course would be great.

- The best way to prevent problems is to provide the services to the students. Booking a time for students to use the materials, with an open lab with safe services is the way to go.
- We won't be able to open anything up more broadly with increasing Covid cases, but if things improve in January we might be able to find solutions. We have space in the LIFE building, potential solution in term 2.
- If we provide this service, there should not be more than two people at the same time outside of their bubble, due to the new restrictions.
- Set up is already done and facilities are ready. We should present that we have this option and we are prepared. We should give this positive message to the students.

3) Preparation for another possible shut down

What would this entail for us as a committee?

- There is frustration with "bomb drop" communication strategy without knowledge sharing for helping us prepare.
- QR code records show that our Kaiser occupancy is very low. Good idea to start thinking about this.

Actions:

1) Update intermediate plans to include accessing buildings after hours and on weekends

2) **Talk to Department Head to confirm plan to offer facility/services for students to use once it is safe to do so, and provide this messaging to the students (NVD Course)**

3) **We should begin to think about what the LST will need to do if there is a shut down**

Meeting Adjourned