



Occupational Safety, Health, and Environment (OSH&E) Program
Department of Computer Science and Industrial Technology
Southeastern Louisiana University
SLU 10847
Hammond, LA 70402

December 12, 2016

Dear OSH&E Advisory Committee Member,

On behalf of Southeastern Occupational Safety, Health, and Environment (OSH&E) Program, we would like to give our sincere appreciation to you for your involvement in the OSH&E Advisory Committee as well as your participation in the meetings and discussion.

Enclosed please find the report of the OSH&E Advisory Committee meeting that was held on October 28, 2016. Please feel free to let us know should you have any questions and comments!

It is a great honor and pleasure to invite you to our next semi-annual meeting, which is tentatively scheduled in April 2017. A formal invitation will be sent to you when the meeting date and venue are confirmed.

Thank you very much for your continued contribution to the program!

Sincerely,

Dr. Lu Yuan, CSP
Interim Department Head &
Associate Professor

Ms. Dorinda Folse
OSH&E AC Chairperson

Mr. Lance Roux, CSP
OSH&E AC Co-Chairperson

OSH&E Advisory Committee October 28, 2016 Meeting Report by Mr. Chris Kuiper and Dr. Lu Yuan

The last Occupational Safety, Health, and Environment (OSH&E) Advisory Committee meeting was held from 9:30 AM to 1:00 PM on October 28, 2016 at the New Student Union Ballroom in Hammond. (Please see the attached sample photos!) This meeting was part of the CSIT Department Advisory Committee Annual Meeting. The attendees include seven of the twenty-one OSH&E Advisory Committee members (**Appendix A** with update-to-date contact information). Four OSH&E full-time faculty members were present, including: Dr. Lu Yuan, Dr. Ephraim Massawe, Mrs. Amanda Brown, and Mr. Chris Kuiper. Mr. Lawrence Mauerman, the former OSH&E coordinator, attended the meeting. One OSH&E student, Richard Barnard, was present. Absent were Steve Pereira, Richard Matherne, Don Jones, Wayne LaCombe, Beth Inbau, David Noland, Buddy Mincey Jr., Michael Page, Connie Fabre, Chris Newton, Charles Leonard, Jody Hammett, Eric Miller, Reagan Phelps, and Bill Cowser.

Appendix B lists the agenda of the overall meeting. The meeting was called to order by Dr. Yuan at 9:40 am. Approximately 75 people participated in the event. Dr. Yuan introduced Dean Dan McCarthy who welcomed the group of advisory board members. In his remarks, Dr. McCarthy expressed his appreciation of the advisory committee. He also highlighted that the new Science and Technology building was on track to be completed by May 2017.

Next, Mr. Ken Howe, Director of Facility Planning, shared the ongoing progress of the new building with the audience. A series of pictures were shown to illustrate the features of the new building. Ms. Wendy Lauderdale, Vice President University Advancement, briefly reminded the audience of the various ways that the advisory committee members could get involved with the new building.

Dr. Yuan then introduced Mr. Lance Roux, CSIT Advisory Committee Chair 2016-2017. Mr. Roux made a 15-minute presentation which included various updates in each academic program as well as the CSIT plans for 2016-2017.

At that time the committee broke out into groups by degrees.

The agenda for the OSH&E Advisory Committee meeting is attached in **Appendix C**. Mr. Lance Roux welcomed the committee members. Next, members introduced themselves.

OLD BUSINESS

Dr. Yuan opened the meeting with an overview of the recent ABET partially virtual visit to the OSH&E program which took place October 9-11, 2016. He indicated that the evaluation team conducted interviews with the University Administration, faculty, students, and staff; but, it was not immediately clear how much of the information provided to the team in advance of the visit had been reviewed thoroughly.

While the visit draft statement has not been received yet, Dr. Yuan informed the committee Criterion 5. Curriculum regarding ABET culminating experience requirements was a point of

discussion. The visit team was concerned that some of the students completed their internships earlier during their study. It seems that the team was not sure that internships require adequate coordination between faculty and the host company. The committee suggested the host company should provide a list of projects to be done, in advance, and the intern then provides evidence of specific tasks that were completed.

Dr. Yuan said ABET expects the culminating experience to be an active process, with specific, measureable objectives and not an “observer” experience. It appears that faculty may not always be fully aware of student internship progress other than through the paper presented at the end.

The committee discussed several aspects and options going forward. Dr. Yuan invited the committee to consider options to enhance the culminating experience consistent with program goals and objectives. A recommendation was made for the Advisory Committee members and OSH&E faculty to meet with industry representatives at Roundtables and other forums to present the OSH&E program objectives and student outcomes. Another suggestion was encouraging small to mid-size companies to contact the University to have students go their sites and conduct SH&E related audits and inspections.

The committee members affirmed that it is important to have clear documentation of student and host company qualifications and expectations to better match the student with the opportunity. A formal skills and competencies inventory could be developed to assist with this effort. Mr. Saizan provided the committee with a *Skills of a Safety Professional* that he developed.

Dr. Yuan stated certifying bodies need a complete picture of all aspects of a degree program. He further affirmed committee member suggestions that students should not be forced to wait until their junior or senior years to do their internships, but rather it should be based on the individual’s demonstrated skills and competencies.

The committee also discussed the option that if no appropriate internship is available, an alternative may be to offer a Capstone class.

In summary, the committee affirmed the following issues are to be addressed in no particular order:

- Review and clarify the governing process for internships.
- Develop a process to ensure student skills and competencies, host company project requirements, and University staff support are clearly documented in advance of the culminating experience.
- Assess the validity of internships beyond limiting to junior and senior levels.
- Consider whether the Dean should sign off on the internship in advance. <It turned out, at the end of the Fall 2016 semester, that signatures from the Department Head and the Dean are required in order for a student to receive an approval on the internship and be able to register for the internship class.>

NEW BUSINESS

Dr. Lu reviewed the April 2016 meeting report, especially the constructive comments from a few members at the end of April 2016, and asked whether the committee had any further suggestions. Mrs. Amanda Brown affirmed that coverage of environmental laws has improved since the April 2016 meeting. One committee member, Ms. Julie Roussel, suggested a practical application for the course is to have students complete a permit (e.g., air or waste water).

Richard Barnard, an OSH&E senior, was recognized as the recipient of the BCSP \$5,000 scholarship award.

Mr. Glenn Young reviewed the course specification sheets that were developed. The committee will review the list then develop a table of topics, level and whether the topic is covered in a class or there is redundancy between classes. Once the table is developed, it will be distributed to the committee for further review.

Dr. Yuan closed the meeting stating the ABET visit team indicated that one key strength of the program is the Advisory Committee. He stated the visit team was favorably impressed with the committee members, their dedication to the program, and the support they provide to the faculty.

Meeting was adjourned at noon. Members and guests returned to the main room for lunch and more networking.





Appendix A

OSH&E Advisory Committee

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* - Mr. Mauerman retired after Spring 2012.



Appendix B

ADVISORY COMMITTEE MEETING – OCTOBER 28, 2016

Department of Computer Science and Industrial Technology

PROGRAM SCHEDULE:

- 9am-930am Coffee Social/Networking, New Student Union, Large Ballroom (3rd Floor)
- 930am-10am Opening Remarks
- Dr. Dan McCarthy, Dean of College of Science and Technology
 - Mr. Kenneth Howe, Director of Facility Planning
 - Ms. Wendy Lauderdale, Vice President University Advancement
 - Mr. Lance Roux, CSP, CSIT Advisory Committee Chair 2016-2017, Principal Consultant / Founder, SafetyPro Resources, LLC
 - Recognition of CSIT 2016-2017 Scholarship Recipients
- 10am-12pm Break-out Sessions
- In Ballrooms A, B, and C, and Conference Room
- 12pm-1210pm Brief Summary by Executive Leadership Board and Program Coordinator in Large Ballroom
- Sean Goodgion, CGB (Computer Science, Information Technology) and Dr. John Burris, CSIT Undergraduate Coordinator
 - Joe Gelpi, Oceaneering (Engineering Technology) and Dr. Mohammad Saadeh, ET Coordinator
 - Jerome Mabile, Performance Contractors (Industrial Technology) and Dr. Roy Bonnette, IT Coordinator
 - Lance Roux, SafetyPro Resources (OSH&E) and Dr. Lu Yuan, Interim Department Head
- 1210pm-1pm Lunch (Courtesy of Cajun Industries, LLC)
- In Large Ballroom

LOCATION:

New War Memorial Student Union, 3rd floor

Bldg. # 25A on http://www.southeastern.edu/map/assets/campus_map.pdf



Appendix C
OSH&E Advisory Committee

Semi-Annual Meeting Agenda
October 28, 2016

<u>Time</u>	<u>Issues</u>	<u>Actions</u>
10:00 - 10:15 am	Welcome & Introduction (By Mr. Lance Roux)	
10:15 - 11:00 am	Old Business 1. ABET Reaccreditation (By Dr. Lu Yuan) 2. BCSP \$5000 Scholarship (By Dr. Lu Yuan)	
11:00 - 11:50 am	New Business 1. New OSH&E Labs (By all) 2. Others	
11:50 - 12:00 pm	Portrait & Group Picture	
12:00 pm	Luncheon	