

ISSUES CONCERNING
SAFETY IN FACULTY EVALUATIONS

Faculty members are responsible for reasonable mitigation of safety concerns in the environments they have been assigned as the lead researcher or instructor of record.

Teaching Environment

Faculty members are not required to mitigate safety concerns in the normal utilization of the rooms where they are assigned to teach and utilization of the standard equipment in the room. It is expected that faculty members will report any observations of the teaching environment that seem to present a safety hazard. These reports are made to either their department head or the appropriate building proctor.

If a faculty member takes equipment or materials into the classroom for demonstration or student experiences, then they are obliged to consider the safety concerns this may create. If they take students on activities outside the assigned classrooms, such as on field trips or to laboratories, they are required to consider the safety concerns this may create. As part of this consideration, the faculty member should inform the department head of the efforts made to mitigate safety concerns. If a faculty member is uncertain if the concerns rise to a level which require such a report they should discuss the concern with the department head, or department head's designee for safety concerns.

The Instructor of Record for classes are required to work with the department head (or designee), to assure that they and any teaching assistants as well as the students are appropriately trained when the instruction involves either utilization of equipment or materials, or engagement in activities in a location where hazards are recognized. Such awareness and education are generally long standing practices in the departments, and procedures to assure that the faculty have been appropriately informed and trained in these situations is a departmental requirement. When faculty members innovate or change a situation to include these potential hazards in a learning experience, they should inform the department head and present how the appropriate safety issues are being mitigated.

Research Environment

Existing protocols concerning laboratory and research safety concerns, through organizations such as the IRB or safety practices and inspections required by other protocols, must have complete compliance. When disagreements occur between researchers and university or other entities responsible for ensuring safety compliance, the department head must be informed immediately. Concerns about requirements for compliance may be appealed to the Office of the Vice President for Research, but ultimately compliance, in either the original or VPR adjusted

requirements, must be met. Faculty members are responsible for creating the training and culture that ensure appropriate safety practices are the norm and safety hazards are reasonably mitigated.

Faculty Evaluation: Department Heads should require faculty to report any safety concerns and acknowledge that they have complied with all required departmental, college, and university safety protocols to the best of their knowledge. Any outstanding failures to comply must be resolved immediately or the annual evaluation must be deemed as unsatisfactory.