APPENDIX E: HSEMS Chart of Responsibilities for College of Pharmacy and Nutrition

Dean of Pharmacy & Nutrition
OVERALL RESPONSIBILITY FOR HSEMS
Dr. David Hill

HSEMS[1]
Resource for "Unit Heads"

HSEMS Staff | **P/N WSEP Chair**

Designated "Unit Head" Responsible for HSEMS as indicated below

G11 THORV **Pharmacy Skills Lab** Dr. Dobson or designate	Course Instructor	Respective Y1/2 or 3/4 Coordinator	Lab Instructors and Standard Patients[3]
G27 THORV **Nutrition Resource Centre** Dr. Shawna Berenbaum	NRVC Coordinator (term)	Fun Camp Coordinators (summer)[3]	
G29 THORV **Foods Lab** Norma Greer	Course Instructor	Lab Coordinator	Lab Instructors[3]
112 THORV **Computer Lab** Dr. Yvonne Shevchuk	Course Instructor	Lab Instructors (if applicable)	
212 THORV **Phar & Nutr Science Skills** Vinod Khanna[2]	Course Instructor	Lab Coordinator	Lab Instructors[3]
323 THORV **Phlebotomy Teaching** Dr. Ed Krol	Course Instructor	Norma Greer (as 2nd on Permit)	Lab Instructors[3]
G33 THORV **College Stores** Erling Madsen	Dorota Rogowski	Stores Users Faculty, Staff Grad Students	
G30 THORV **Metabolic/Foods Research** Dr. Gord Zello	Faculty Researcher	Research Scientists and Assistants	Grad and UG Students
G15, 222, 324.1, 324.4 **THORV Core Facilities** Dr. J. Alcorn/D. Rogowski	Faculty Researcher	Research Scientists and Assistants	Grad and UG Students
225 THORV **P & N Applied Research** Drs. Dobson and Zello	Faculty Researcher	Research Scientists and Assistants	Grad and UG Students
323 THORV **Phlebotomy Research** Dr. Ed Krol	Faculty Researcher	Research Assistants	Grad and UG Students
Research Labs in THORV Faculty Researcher Using Lab(s)	Faculty Researcher	Research Assistants	Grad and UG Students
Classroom 110, Seminar and Meeting Rooms in THORV (rooms under College control)[4] Jackie Huck and Merry Beazely	Course Instructor or Organizer of Meeting When College Involved		
Offices in THORV Individual Offices – Occupant Responsible College and Shared Offices[5] – J. Huck and M. Beazely Graduate Students 330/330.1 – Dr. Fred Rémillard	Other Occupants Using the Office		

NOTES

[1] HSEMS and Unit Heads have close working relationship but different roles. Unit Heads look after day-to-day operations, monitoring and enhancements. HSEMS, which includes HSEMS staff and our College's Local WSEP Chair, play an advising and support role, and either can be contacted for assistance:

HSEMS Staff – contact Rob Kliewer, HSEMS Consultant at 2370 or Vance Lester, HSEMS Coordinator at 7324.
Pharmacy and Nutrition WSEP Chair (P/N Local Workplace Safety and Environmental Protection Subcommittee) – contact Dr. Ed Krol at 2011.

[2] With input from N. Greer, on behalf of Division of Nutrition and Dietetics, which shares the 212 THORV lab. 212 THORV is sometimes used for research in summer, in which case Drs. Dobson (if Pharmacy research) or Zello (if N&D research) and the faculty researcher are responsible.

[3] Students taking labs have responsibility as well for following HSEMS.

[4] HSEMS for classrooms and meeting rooms outside of our College's control is the responsibility of FMD Room Scheduling or respective college.

[5] HSEMS has been put in place for the College Office and other shared office spaces, which include G28, 108, 122, 211, 225 and 303 THORV.