Future Business Managers’ Meetings

Reminder: Our next Business Managers’ meeting will be held on Thursday, June 12 from 9:00 – 10:30 a.m. The meeting location will be at Young Hall.

For your information, future meetings are planned on the following dates:
- June 12, 2014
- September 11, 2014

Environmental Health & Safety Updates

Faculty Mentors Reminded to Plan Ahead for Minors in Laboratories

Each year, Saint Louis University faculty dedicated to the advancement of science education host high school students as volunteers in their laboratories, sometimes independently and often as part of organized programs, such as STARS. These experiences have led to many positive experiences with lasting impact on these student volunteers. As a reminder:

- Any faculty members planning to host high school students or other minors (under the age of 18) volunteering or observing in their research laboratory must become familiar with the SLU Policy on Minors in Laboratories; and
- Submit a Request for Approval for Research Project Involving Minor Participants In Laboratories to the Office of Environmental Health and Safety (OEHS) for review and approval, along with a completed Parent/Guardian Consent for a Minor in Laboratories for each minor.
- Amendments adding the minor students to approved IBC protocols and IACUC protocols, if applicable, must be submitted prior to the minor student entering the laboratory.
- Enrollment in the Occupational Health Program (OHP) may also be required.
- As with all persons working in laboratories, minors are required to complete applicable Mandatory Training for the risks that may be encountered in the specific laboratory settings.
- View and sign up for various Environmental Health and Safety Training courses offered by OEHS by visiting the OEHS website.

In addition to summer high school student programs, the policy on minors in laboratories is applicable to any minors that will be present in laboratories due to volunteering, science fair mentoring, scouting programs and tour groups involving research laboratories. Check the SLU Policy on Minors in Laboratories for further details.

Questions can be directed to Mark Haenchen at 314-977-6885 or haenchen@slu.edu or Renee Knoll at 314-977-6884 or knollr@slu.edu.
CPC Updates

PCARD

The Pcard ONLY and Pcard Preferred vendor listings have been updated and posted on the B&F website. Please refer to the lists as you create standing orders for FY15. Requisitions for the Pcard Only vendors will be denied. eSeeDPs will also be denied for these vendors. http://www.slu.edu/x28721.xml

Any questions, please contact Sharon Gajewski at 977-2400 or sgajewsk@slu.edu.