

DISTRICT COMMITTEE ON SAFETY

(revised 3/8/10 to replace the College Committee on Safety)

A. Purposes

- Provides advice to the Executive Council for purposes of maintaining safe conditions on campus.
- Makes recommendations addressing compliance with safety laws and regulations.
- Proposes efforts for the promotion of contemporary safety awareness and the use of campus and community safety resources.
- Monitors trends and practices on issues within the committee's scope and communicates them to the Executive Council.

B. Functions

Serves as the primary college body for:

- Communication to the Executive Council regarding safety conditions and practices.
- Participation in the collection, review, discussion, and dissemination of authoritative safety information.
- Recommendation of development and production of procedures, programs, and services to enhance campus safety.
- Facilitation of college efforts to promote safety awareness and individual adoption of current safety practices and attitudes.
- Reporting of Committee activity to the College Coordinating Committee.

C. Subcommittees

None

D. Chairpersons (how selected/elected)

1. The Director of Physical Plant and the Chief of Campus Police serve as Co-Chairpersons.
2. It is the responsibility of the Co-Chairpersons to prepare and distribute the agenda, conduct meetings, forward recommendations to the College Coordinating Committee, and maintain the Committee website.

E. Other Officers (if any)

None

F. Membership (14 members – revised 10/6/08, 3/8/10)

Director of Physical Plant
Chief of Campus Police
Coordinator of Student Health Services
Assistant Director of Human Resources
3 faculty representatives appointed by CCFF, one of which may be the CCFF
Executive Director
5 classified representatives appointed by CSEA
1 management representative appointed by ACCME
1 student representative appointed by ASCC

G. Terms of Office

1. Appointees of CCFF, CSEA, and ACCME serve 3-year terms and are eligible for reappointment.
2. Appointee of ASCC serves a one-year term and is eligible for one reappointment.

H. Quorum

The quorum requirement shall be 50% of the seats. Actions may be taken by consensus or by majority vote of those present and voting.

I. Decision-making Process

Consensus shall be the preferred decision-making process. If consensus cannot be achieved, the committee shall use majority vote of members present and voting as its voting method.

J. Reporting Guidelines

The District Committee on Safety will advise the Executive Council and make regular reports to the College Coordinating Committee. All actions of the District Committee on Safety will be communicated to the College Coordinating Committee in the form of minutes. The Co-Chairpersons will be responsible for maintaining relevant committee information on the website.

K. Meetings (day and time)

This committee will meet monthly and determine its meeting dates and times at its first meeting.