

**THE UNIVERSITY OF TEXAS AT DALLAS**  
**NUMBERED POLICY MEMORANDA**

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POLICY MEMORANDUM 91-I.2-53

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UNIVERSITY SAFETY AND SECURITY COUNCIL

The University Safety and Security Council is a University-wide, Standing Committee appointed by the President not reporting to the Academic Senate of The University of Texas at Dallas.

The Council will oversee the University's compliance with the Requirements for Safety and Security in Section VI, Subsection 6.4.3, of the *Criteria for Accreditation* issued by the Southern Association of Colleges and Schools, viz:

The institution must provide a healthful, safe and secure environment for all members of the campus community. Administrative responsibility for environmental health and safety programs must be assigned. A comprehensive safety plan must be developed, implemented, and evaluated regularly. The plan should give special attention to the adequate provision and use of safety equipment in laboratories and other hazardous areas; to the modification of buildings, if necessary, for easy egress in the event of fire or other emergency; and to familiarizing all building occupants with emergency evacuation procedures.

The Council will provide a forum and clearing house for the common discussion and mutual coordination of the activities of all the campus committees concerned with the campus environment in matters that affect personal health, safety, or physical security, including but not limited to ongoing safety arrangements and matters of general maintenance and operations that bear on safety and security. It will publish information to enable members of the campus community to direct complaints and recommendations on safety matters to appropriate committees or administrative officers. It will serve as a resource for the University Facilities Committee or whatever ad hoc committees the administration may form to consider plans for new facilities. It will review, evaluate, and make recommendations concerning the University

Safety Plan and monitor its implementation.

The Council shall consist of 4 members appointed from the membership of the General Faculty, 6 representatives of the University staff, two representatives from Student Government (one graduate and one undergraduate), and the chairs of the Institutional Biosafety Committee, the Campus Facilities Committee, the Committee on Parking and Security, and the Radiation Safety Committee. The 6 representatives of the University staff will be one representative of the Callier Center physical plant, one Workman's Compensation Insurance representative from the Office of Environmental Health and Safety, one representative from staff concerned with the science laboratories, one representative from Student Life concerned with disability services, the Americans with Disabilities Act compliance officer, and one representative selected by the Staff Council. The University Chief of Police or his/her designated representative, the Assistant Vice President for Student Affairs and Dean of Students, the Assistant Vice President for Facilities Management, the University Environmental Health and Safety Director, and the Emergency Management Coordinator shall be members ex-officio. The Chair shall be chosen from among the members from the General Faculty. A Vice Chair shall be chosen from among the representatives of the staff. The Responsible University Official shall be the Vice President for Business Affairs. The RUO shall assure that the Council has adequate secretarial and office support.

The terms of office of the appointed Council members shall be two years, effective September 1 to August 31, staggered in time to make approximately equal numbers of appointments expire each academic year. Members may be reappointed by the President for additional terms. If a Council member resigns, the President shall appoint another individual to serve the remainder of the unexpired term.

The meeting schedule of the Council should provide for both flexibility and openness. The Council will hold at least one general regular meeting per long and summer semester but may also delegate its powers under this charge to subcommittees or such other working units as it may see fit to form to focus on specific issues. The purpose of the general meeting is to review any difficulties that may have arisen since the previous meeting, monitor the implementation of plans in place, and receive complaints and suggestions from the university community.

The dates of the regular meetings should be publicized through the entire university. Additional meetings will be called by the Chair or RUO as may be necessary to address items referred to it by academic or administrative units of the University or by the Council members.