

SAFETY COMMITTEE

- Bylaws -

Name

The name of this body shall be the Safety Committee hereafter referred to as the Committee.

Purpose

The purpose of the Committee shall be to help provide a safe environment for the faculty, staff and students of the University of the Sciences.

Responsibilities

The Committee shall have the following responsibilities:

1. to conduct and document regular inspections of campus facilities to assess environmental conditions, identify safety hazards and facilitate correction.
2. to serve as a liaison and respond to concerns expressed by any member of the University community with regard to perceived safety hazards and to contribute and implement ideas and suggestions for improvement of safety,
3. to inform their respective departments and the University community of institutional procedures that relate to the safety of faculty, staff and students,
4. to review and investigate (and follow-up as necessary) occupational injuries and illnesses, incidents and complaints and report unsafe conditions to the appropriate department for repair or remediation,
5. to review laboratory procedures to assure that proper safety precautions are taken,
6. to review written safety programs and procedures and recommend changes where needed,
7. to conduct safety training sessions, and
8. to review appropriate procedures for the acquisition, storage, use and disposal of hazardous substances.

University of the Sciences

Authority

In order to fulfill its responsibilities:

1. the Committee shall have the authority to conduct announced and unannounced inspections of all University facilities, and
2. in the event of failure to correct safety hazards, the Committee shall have the authority to order remedial action, or deny use of University facilities to any individual until such time as the Committee is assured of compliance with institutional safety programs and procedures.

Membership

1. Members of the Committee shall be appointed by the Chair of the Safety Committee and the Department Chairs and Directors from academic or administrative units.
2. Members shall serve for a period of three years. All terms are automatically renewed. If for any reason a member is unable to complete the term of membership, the member shall submit a written resignation to the Safety Committee Chair.
3. Other members of the faculty or administrative staff may, at the invitation of the Chair, join the Committee in its deliberations. Such invited members shall have the privilege of the floor but shall have no vote on motions made by Committee members.

Meetings

1. A quorum of Committee members shall meet at least monthly throughout the year. Majority rule shall prevail.
2. Additional meetings shall be at the call of the Chair or any member of the Committee after a minimum of 48 hours notice.
3. The business of the Committee shall be conducted by parliamentary procedure based on Robert's Rules of Order.

Training of Safety Committee Members

1. Safety Committee members must be provided annual training to meet the requirements for the Pa. State Act 44 for safety committee certification. Training is the responsibility of the Safety Committee Chair.

Amendments

1. These Bylaws may be amended by a two-thirds vote of the total membership of the Committee.