

Safety Committee Tri-Chairs' Recommendation to College Council
Prepared by Michael Colson, Toni Fannin and Lisa Martin for March 21, 2018 meeting
(This version includes the College Council suggestions to the version presented at the meeting.)

Committee Name: Change the name from Workplace Safety Operational Workgroup to Safety Committee.

Charge (Outcomes and Process): The Safety Committee should proceed with the Outcomes and Process as adopted in February 20, 2017. (See attached.)

The initial focus of the committee should be on the first outcome— “The college will provide support for an active Safety Monitor Program administered by the management team” —and on the third—“The campus will provide ongoing campus wide training on safety related matters.”

The college should hold a Safety Forum (outcome four) this semester and every semester thereafter. The Spring 2018 forum presenters should include the President with a panel representing Police Services, Maintenance & Operations, a CARE Team representative and the Safety Committee chairs. The focus of this forum should be to review existing safety protocols and to hear campus community concerns. (We seek College Council advice with respect to the date, time and length of this forum.)

Committee Constituency:

The chairs should serve for two-year terms with the option of a second term. The other committee members serve as a result of their position.

- Chairs: Three co-chairs, representing classified, faculty and management, Pleasant Hill and San Ramon
- One representative from Maintenance and Operations
- One representative from the Information/Marketing Office
- One representative from Police Services
- One representative from DSS/Student Services
- One representative from Student Life
- One representative from the CARE Team

College Council recommended against including at-large members or a District Safety representative though the membership may be reconsidered at a later time.

Meeting Frequency:

Meetings scheduled every other week (April 4, April 18, May 2 and May 16 from 12:30 – 2:00, location TBA.)

Short-Term Goals (Spring 2018)

- Hold a safety forum Spring 2018
- Inventory and make the college aware of existing safety equipment, technology and procedures

- Re-invigorate Safety Monitoring Program (determine whether monitors should have CERT training)
- Develop a training calendar for 2018-2019
- Develop a safety awareness event to take place during Fall 2018 convocation

Reporting Structure

This committee makes recommendations directly to College Council and implements those recommendations that are approved. College Council has agreed to make Safety Committee updates a brief standing agenda item for the remainder of Spring 2018.