

NAME OF COMMITTEE:

Campus Safety and Security Committee

VISION:

Achieve continuous safety and security performance improvement by fully integrating safety and security philosophy and practices into all campus activities, facilities, operations, design and planning.

MISSION:

The Campus Safety and Security Committee supports the mission of the college by fostering and promoting a welcoming and safe place for learning and working by enhancing and maximizing safety for students, staff, faculty, and visitors on the TC campus.

PURPOSE:

The Campus Safety & Security Committee serves as the central focal point to examine campus security and safety issues and responsibilities. The Committee provides a forum for input from all campus constituents and acts as a resource to ensure safety and security is considered in all college planning and execution. The Committee will receive input, investigate current crime trends, campus safety & security issues, develop new policies and procedures, as well as analyze past events for potential improvement and make recommendations including campus training opportunities.

SPECIFIC RESPONSIBILITIES:

1. Review annual crime stats, ensure accuracy
2. Recommend new or revised policies related to campus safety
3. Campus awareness: communicate safety issues to campus community
4. Recommend ways to reduce or eliminate EHS/OSHA issues
5. Promote accident prevention and loss control
6. Promote OSHA awareness and training
7. Serve as a point of contact for all concerns regarding campus safety and security
8. Review pertinent policies, procedures, and data and communicate findings to appropriate persons
9. Advise President and other committees regarding our accomplishments via an annual report
10. Recommend staffing related to security/safety personnel and campus needs

MEMBERSHIP REPRESENTATION:

The Campus Safety & Security Committee consists of a maximum of twelve (13) members:

1. Vice President, Student Services - Co-Chair
2. Director, Campus Safety and Security - Co-Chair
3. Executive Director or Designee, Information Technology Services
4. Director, Planning & Facilities
5. Human Resources or Designee
6. Dorm Supervisor
7. Science Department Representative
8. Athletic Department Representative
9. Bookstore Representative
10. Faculty Representative appointed by Academic Senate
11. Faculty Representative appointed by Academic Senate
12. Classified Representative appointed by CSEA

13. Student Representative appointed by ASO

MEMBERSHIP AND MEETING POLICIES:

The Vice President of Student Services will serve as the Committee Chair. The person serving as chair in any particular meeting shall not vote in that meeting except in the case of a tie. The recording secretary will be responsible to the Chair for contacting the members of the Committee, taking and distribution of minutes, and setting the dates, times, and a meeting room, for each meeting.

MEETING SCHEDULING, AGENDAS, AND MINUTES:

The Committee shall meet as often as needed to accomplish its goals and responsibilities, normally monthly.

REVIEW:

The Charter will be reviewed annually by the Committee and recommendations for changes shall be submitted to the Governance Council.

GUIDING PRINCIPLES AND EXPECTATIONS:

Committee members shall:

- have integrity—be ethical in all of their actions
- be enthusiastic in matters pertaining to the Committee
- be knowledgeable about the issues pertaining to the Committee
- lead by example
- encourage others

Committee members further promise to:

- maintain a working familiarity with the Committee procedures
- meet the expectations being placed upon them
- work within the Campus Safety and Security Committee mandate/charter
- take individual responsibility
- remain committed to doing the very best they can do to accomplish committee goals