

# Campus Services Safety Committee

## A. PURPOSE:

The Campus Services Safety Committee makes recommendations to the Director of Campus Services regarding health and safety issues that directly affect Division employees. The Committee works in conjunction with Environmental Health & Safety (EH&S) and other UMass safety committees to promote a safe campus environment.

## B. COMMITTEE GOALS:

- To educate members of the Committee and our co-workers about health and safety issues in the workplace.
- To identify health and safety issues within Campus Services.
- To make safety related recommendations for the Division.
- To do what we can to prevent illness and accidents in the work place.

## C. COMMITTEE ORGANIZATION:

- Membership:
  1. Transit Safety & Training Coordinator (Chair)
  2. One – two members from each department appointed by the respective department head
  3. One EH&S representative
  4. One management representative – management representatives attend on rotating basis
- Membership Term:
  1. Members are appointed for one (1) year terms by their unit managers.
  2. Members may be re-appointed for up to three (3) terms.
  3. Quorum = four (4) members

## D. COMMITTEE PROCEDURES:

- Chairperson is responsible for preparing agendas, and for scheduling and conducting meetings.
- Meetings are held monthly, with the exception of June, July and August, in the Transit Conference Room.
- Minutes are recorded, typed and distributed by the management representative.