

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 provide a safe environment for the faculty, staff and students of the University of the Sciences in Philadelphia.

Responsibilities

The Committee shall have the following responsibilities:

1. to conduct regular inspections of campus facilities to assess environmental conditions,
2. to respond to concerns expressed by any member of the University community with regard to perceived safety hazards and to contribute ideas and suggestions for improvement of safety,
3. to inform their respective departments and the University community of institutional policies and procedures that relate to the safety of faculty, staff and students,
4. to review and investigate occupational injuries and illnesses and report unsafe conditions to the appropriate department for repair or remediation,
5. to review laboratory procedures (both instructional and research) to assure that proper safety precautions are taken,
6. to conduct safety training sessions or programs, and
7. to develop and implement appropriate policies and procedures for the acquisition, storage, use and disposal of hazardous substances.

Authority

In order to fulfill its responsibilities:

University of the Sciences in Philadelphia

1. the Committee shall have the authority to conduct announced and unannounced inspections of all University facilities,
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 policies and procedures, and
3. the Committee shall have the authority to know the procedures of laboratory courses and recommend changes to improve safety practices, to review and approve proposed protocols involving hazardous materials, make recommendations for improved safety practices or disapprove protocols involving the use of hazardous materials in accordance with published institutional procedures.

Membership

1. Members of the Committee shall be appointed by the Chair of the Safety Committee and the Dean of the College of Graduate Studies/Director of Research 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.