

HUMBOLDT STATE UNIVERSITY

Risk Management and Safety Services

Charter of Environmental Health and Safety Committee

Purpose: To maintain a safe learning and working environment requires commitment and collaboration by the entire campus community. Safety is improved for everyone by open discussion, deliberation and participatory problem solving. Risk can be reduced and managed effectively when accurate information is shared from a large variety of resources. The committee is to provide consultative review of the University compliance programs and issues related to environmental health and safety for the purpose of providing a campus-wide safe and healthful workplace. It recognizes and promotes environmental health and safety issues as a high institutional priority. The Committee is responsible to and reports all findings and recommendations to the Vice President for Administrative Affairs.

Scope:

The Committee's responsibilities include:

- Review reports related to employee injuries, student injuries, vehicle accidents and data for the purpose of identifying possible solutions and improvements for reduction of injuries and property damage
- Provide a campus forum for the purpose of bringing forth health and safety related issues and concerns for the Committee's consideration and recommended action
 - Receive information forwarded from department safety committees

Members shall:

- Recommend methods for distribution of safety information
- Report committee meeting details back to all bargaining units and represented constituents
- Recognize systemic safety issues and bring them to the committee for consideration
- To encourage colleagues to take appropriate action when a safety hazard is identified

Membership:

The Director of Risk Management and Safety Services will chair the Committee. Unless membership is by virtue of position, membership will alternate on a three-year term, with a random first term assignment of members.

Members:

Director of Risk Management & Safety Services	Chair
EH&S Specialist	(by virtue of position)
Safety Coordinator	(by virtue of position)
Boat Safety Officer	(by virtue of position)
Diving Safety Office	(by virtue of position)

Facilities Management Representative	(appointed by VP of Admin. Affairs)
CNRS Representative	(appointed by Dean, CNRS)
Unit 2	(per collective bargaining agreement)
Unit 3	(per collective bargaining agreement)
Unit 4	(per collective bargaining agreement)
Unit 5	(per collective bargaining agreement)
Unit 6	(per collective bargaining agreement)
Unit 7	(per collective bargaining agreement)
Unit 9	(per collective bargaining agreement)
HSU Sponsored Programs Foundation	(appointed by Director of Sponsored Programs Foundation)
Associated Students Representative	(appointed by Associated Students)
University Center	(appointed by University Center Director)
Dining Services	(appointed by University Center Director)

Procedures:

The Committee will meet at least quarterly. Minutes are kept of all meetings, are distributed to all Committee members, the VP for Administrative Affairs, and are posted on the RM&SS website. The Chair of the Committee will be responsible for forwarding the recommendation to the VP of Administrative Affairs and follow the recommended item to its conclusion. The Chair will report conclusions and results back to the Committee. Those conclusions and results will be recorded in the next meeting's minutes or as a separate report/addendum on the website.

Authority:

California Code of Regulations, Title 8, Section 3203
California Labor Code Section 6401.7
Executive Order 1039