

Health & Safety Committee Operating Agreement

Purpose:

Acts as a recommending and informational body in all aspects of health and safety on the campus.

Jurisdiction:

Health & Safety Committee is a campus committee that contributes to/oversees functions at the Reedley, Madera and Oakhurst campuses of Reedley College.

Product:

Recommendations and/or action regarding all health and safety issues on the Reedley, Madera and Oakhurst campuses of Reedley College and dissemination of health and safety information to the committee's constituent groups.

Composition:

Vice President Administrative Services (Chair)
Vice President Student Services (Standing Member)
Dean of Instruction AGNR (Standing Member)
Building Services Manager (Standing Member)
District Maintenance & Operations Director (or designee) (Standing Member)
District DSPS Director (or designee) (Standing Member)
Residence Hall Supervisor (Standing Member)
Reedley College Nurse (Standing Member)
Madera Community College Center Nurse (Standing Member)
District Police Representative (Standing Member)
Maintenance Mechanic (Standing Member)
District Director of Environmental Health & Safety (or designee) (Standing Member)
Three Reedley Faculty Representatives appointed by Academic Senate for alternating two year terms
One Madera Faculty Representative appointed by Academic Senate for two year term
Two Faculty Alternate Representatives appointed by Academic Senate for alternating two year terms
One Reedley Classified Representative appointed by Classified Senate for two year term
One Madera Classified Representative appointed by Classified Senate for two year term
One Classified Representative appointed by CSEA for two year term
One SCFT Representative appointed by SCFT for two year term
One Student Representative, appointed by RC ASG for one year term
One Student Representative, appointed by MCCC ASG for one year term

Meeting Schedule:

Meets as needed, but no less than one time per quarter.

Quorum:

A quorum required for the committee to meet and conduct business will be a simple majority of the membership of the committee and/or designees, 50% + 1. Vacant positions will not count towards quorum.

Operating Procedures:

The committee will meet a minimum of four times per year and more often as may be deemed appropriate.

Members of the committee may make recommendations in the form of a motion and motions must be acted upon by a majority of those members present at the meeting. Recommendations formulated during the meetings of this committee may be prepared in writing and forwarded for consideration to the College Council, or immediate direction for action may be given to an individual or group to preserve the safety of students and/or staff.

The Chair will keep a record of all proceedings and recommendations of this committee at each meeting. The records of the meetings will be made available to all members of the college community.

Reedley College Strategic Goals:

- 2. Institutional Effectiveness
- 4. Accreditation of Madera Community College Center

Other:

Subcommittees:

None