

KUSP APPENDIX 4
STANDING COMMITTEES
OF THE
ENVIRONMENT, HEALTH AND SAFETY COUNCIL
Composition and Roles

Executive Committee of the Environment, Health and Safety Council

I) Role of the EHSC Executive Committee

The EHSC Executive Committee has the role of:

- ! Submitting to the Provost all policies and procedures of the Environment, Health and Safety Council for review and approval.

- ! Arbitrating on issues of concern that arise between the Department of Environment, Health and Safety and the standing committees of the Council. The Executive Committee will forward recommendations to the Provost or appropriate Dean for resolution of any issues not resolved by such arbitration.

- ! Identifying unaddressed environmental, health and safety regulatory requirements to be submitted to the EHS Council and/or its Committees for action. (Note: The Executive Committee will, in general, depend upon the EHS Department for the identification of new or unaddressed requirements.)

- ! Providing guidance to the Coordinator as needed or requested.

II) Composition and Membership of the Executive Committee of the Environment, Health and Safety Council

The Executive Committee consists of the following individuals and/or representatives of offices from the Environment, Health and Safety Council:

- Coordinator of the EHS Council and Committees (Chair)
- Director of Environment, Health and Safety
- Office of the Provost
- Office of Student Affairs
- Planning & Facilities Management
- Student Body (2)
- Classified Senate
- UPSA
- Human Resources

The total membership is not to be more than ten.

University Safety and Health Committee

I) Role of the University Safety and Health Committee

The University Safety and Health Committee has the role of:

- ! Developing and recommending to the EHSC a comprehensive campus-wide occupational safety and health program exclusive of laboratory safety.
- ! Working with the Department of Environment, Health and Safety by performing various committee functions normally associated with employee occupational safety and health such as developing written program manuals, reviewing accident reports and statistics, accident and complaint investigations, etc.
- ! Providing for appropriate safety and health training opportunities.
- ! Monitoring and reviewing the effectiveness of the campus occupational safety and health program, identifying deficiencies and weaknesses and making recommendations for improvement.

II) Composition and Membership of the University Safety and Health Committee

The membership of the University Safety and Health Committee consists of the following individuals and representatives of offices and organizations:

- Human Resources
- Faculty (2)
- Student Housing
- Classified Senate (one)
- Public Safety
- Facilities Operations
- Director of Environment, Health and Safety
- Safety Specialist (Facilities Operations)
- Students (2)

The total membership is not to be more than eleven.

Laboratory Safety Committee

I) Role of the Laboratory Safety Committee

The Laboratory Safety Committee has the role of:

- ! Developing and recommending to the EHS Council a comprehensive campus-wide Laboratory Safety Program for laboratory personnel. The Program should address the following areas: general laboratory safety, chemical safety and hygiene, biosafety, radiation safety, and laser safety.
- ! Monitoring and reviewing the effectiveness of the campus Laboratory Safety Program, identifying deficiencies and weaknesses and making recommendations for improvement.
- ! Fostering a safe environment in the laboratories.
- ! Reviewing and recommending approval or disapproval of submitted Laboratory-Specific Safety Plans/Radioactive Materials Permits for Level IV Laboratories and making recommendations to the EHS Director concerning any issues brought to the Committee by the Director.
- ! Reviewing and recommending remedial and/or disciplinary procedures when serious and/or frequent noncompliance with safety requirements has been reported to the Committee by the EHS.

II) Composition and Membership of the Laboratory Safety Committee (LSC)

The Laboratory Safety Committee is divided into four subcommittees - Chemical Hygiene/Safety, Biosafety, Radiation Safety, and Laser Safety. Membership in the LSC requires appointment of individuals knowledgeable in these four areas of safety because the subcommittees act as independent agencies with respect to certain functions. Because of these independent functions, safety officers from the Department of Environment, Health and Safety may serve on more than one subcommittee but are counted as one member of the LSC itself. Six (6) Students will be appropriately assigned to various subcommittees. The total membership of the LSC shall not exceed 33. One of the chairs of the subcommittees will be appointed chair of the LSC.

Chemical Hygiene/Safety Subcommittee

The membership of the Chemical Hygiene/Safety Subcommittee shall consist of the following individuals and representatives of offices, organizations or departments:

- Pharmacology & Toxicology Faculty
- School of Engineering Faculty
- Medicinal Chemistry Faculty
- Facilities Operations
- Center for Drug Delivery Research
- Law¹ (Faculty with expertise or interest in Safety Regulations)
- Chemistry
- Molecular Biosciences
- Director of Environment, Health and Safety

The total membership to be no more than nine exclusive of students.

Biosafety Subcommittee

The membership of the Biosafety Subcommittee shall consist of the following individuals and representatives of offices, organizations, or departments:

- School of Pharmacy Faculty (2)
- Biological Sciences Faculty (2)
- Director of Animal Care
- Director of Environment, Health and Safety Department

The total membership is to be no more than six exclusive of students.

¹The representative from the School of Law is to help the other subcommittees as needed as a member of the Laboratory Safety Committee at large.

Radiation Safety Subcommittee²

The membership of the Radiation Safety Subcommittee shall consist of the following individuals:

Faculty (2)

Authorized Laboratory Supervisors with training and experience in the chemical manipulation of radioactive materials. One of these, alternatively, may be an Authorized Laboratory Supervisor with training and experience in the use of machines that produce ionizing radiation.

Faculty (1)

Authorized Laboratory Supervisor(Radiation Sources) with training and experience in tracer metabolism.

Medical Doctor (from Watkins Health Center)

Management Representative (presumably an Associate Provost)

Radiation Safety Officer, EHS Department

The total membership is to be no more than seven. Students may not serve on this subcommittee unless they have been specified on the University of Kansas Radioactive Materials License

Laser Safety Committee

The membership of the Laser Safety Subcommittee shall consist of the following:

Faculty (3)

These members shall have training and experience in the safe use of lasers and shall be acquainted with ANSI standards for laser use.

Experienced Laser User (1) (faculty, classified staff, or unclassified staff)

Laser Safety Officer, EHS Department

The total membership is to be no more than five exclusive of students.

²The Radiation Safety Subcommittee serves as the University Radiation Safety Committee mandated by the Kansas University (Lawrence campus) Broad Radioactive Materials License. As such the composition and functions of this subcommittee shall meet the requirements of the License and Title 10 Code of Federal Regulations Part 20 and the requirements so specified shall supercede those stated in this document, if necessary.

Committee on the Environment

I) Role of the Committee on the Environment

The Lawrence Campus Committee on the Environment has the role of:

- ! Exploring avenues by which the KU-Lawrence campus might address environmental concerns in a sound and cost-effective manner. Typical concerns include:

- Practices followed in using resources such as energy, water and/or materials.
- Reduction in use, reuse and recycling of materials.
- Sound practices in minimizing pollution and disposal of wastes.
- Assessment of environmental impacts.

- ! Generating position papers with respect to identified concerns, evaluating the practicality and cost-effectiveness of proposed solutions and making recommendations to the Environment, Health and Safety Council with respect to these concerns. This also includes providing recommendations to the Council on developing and implementing campus programs to meet the objectives identified in the campus environmental policy.

- ! Providing an annual report of the Committee's activities undertaken during the previous fiscal year to the Council by October 1 of each calendar year.

II) Composition and Membership of the Committee on the Environment

The Kansas University Lawrence Campus Committee on the Environment is the committee of the Environment, Health and Safety Council established to address campus environmental concerns. The committee shall consist of a maximum of nine members with the following representation:

Faculty members (two)

A faculty member shall chair the committee and at least one shall have professional expertise in environmental issues.

Student Housing

Facilities Operations

Staff (non faculty)

Students (2)

Director of Environment, Health and Safety

Resource Conservation/Recycling Program Manager, EHS Dept.