Background

In Spring 2018, the University of Alberta created the Campuses and Facilities Safety and Security (CFSS) working group to conduct a comprehensive review of safety and security across the University, and to make recommendations to address priority issues. The working group concluded that a holistic approach was required, in which the institution seeks to address a broad range of issues, from infrastructure to community needs.

One of the specific CFSS working group recommendations was to create a standing committee tasked with the ongoing (short and long term) assessment of safety and security issues across the U of A’s campuses and make recommendations / propose strategies to address them. The University of Alberta Safety and Security Committee (UASSC) was formed and held its first meeting on April 30, 2019.

Scope

The UASSC will assess the effectiveness of implemented safety and security measures as well as identify priority/emerging issues across our campuses, ensuring collaboration and coordination with the appropriate stakeholders and agencies. UASSC is not intended to lead on occupational health and safety matters, which are overseen by Health, Safety & Environment. The following sources will inform the UASSC:

- UASSC safety and security annual survey results
- Other university surveys and reports (ie. 2017 Sexual Assault Response Implementation Committee (SARIC) Report)
- Security incident information, University of Alberta Protective Services (UAPS)
- Security infrastructure reporting through Facilities and Operations (F&O) and the University community
- Education and communication plans
Other sources/groups, internal and external, that have goals of improved community safety and security, as appropriate (ie. U of A Sexual Assault Centre and SafeWalk, Helping Individuals at Risk (HIAR), Edmonton Transit Services (ETS), Edmonton Police Service (EPS), and Alberta Health Services.

**Mandate**

The committee will make recommendations and develop strategies under the following categories to the VP Facilities & Operations and the Dean of Students as part of an integrated safety and security plan:

- **People**
  Communication and education plans for the university community

- **Infrastructure**
  Access to and design of physical spaces

- **Technology and control systems**
  Access, monitoring, and alarms

- **Policies and procedures**
  Safety and security related policies, processes and procedures

The UASSC will provide an update on safety and security to the campus community through an annual report highlighting areas it is considering and, where appropriate, integrating its efforts with other stakeholders that have goals of improved community safety and security.

**Membership**

Membership on the committee should be reviewed annually and participation will be based on interest, security issues and subject matter expertise. Membership must include representatives from the following areas:

- AVP Asset Management & Operations (Chair)
- Director of UAPS (Vice Chair)
- Senior Faculty (Vice Chair)
- Building Security Systems Manager (F&O)
- Campus Services
- AASUA
- NASA
- Faculty(s)
- Students’ Union
● Graduate Students’ Association
● Dean of Students
● Library and Museums
● Enterprise Square
● External Relations
● Faculté Saint-Jean
● Office of the Registrar
● Augustana Campus
● Health, Safety and Environment
● Human Resources

Delegates
Appointed representatives may delegate representation to a person of their choosing in their absence. Notice of delegation to the chair would be appreciated prior to the meeting.

Guests
The meetings will be open, to provide transparency of the work the committee is doing and connect similar goals and work being done elsewhere with the committee’s efforts.

Agenda
The chair and vice chairs will prepare the agenda for each meeting and distribute to all members prior to the meeting.

Meeting Schedule
Meetings are scheduled to occur monthly with ad hoc meetings scheduled as necessary.

Administrative Assistance
Facilities & Operations will provide administrative resources and meeting notes will be maintained. A shared drive has been set up on Google Drive for shared documents and members have been provided access.

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