

## **UAS SAFETY & EMERGENCY MANAGEMENT COORDINATING COMMITTEE**

### **Committee Charge**

December 7, 2015

The UAS Safety and Emergency Management Coordinating Committee (SEMCC) is an entity that regularly reviews, coordinates, and makes recommendations about UAS-wide health, safety, and emergency readiness. The Coordinating Committee provides input and feedback to UAS Executive Cabinet and to safety and emergency management staff about effective coordination of safety, emergency management, and business continuity planning, processes, and resources. It helps ensure that UAS fulfills all expectations in these areas as expressed in UA Board of Regents policy and university regulation.

The UAS Emergency Management Planner chairs the Committee's meetings. Committee membership includes representatives from all three UAS campuses. The Committee provides a report to Chancellor's Cabinet at least annually, including recommendations for continuous improvement in promoting effective health and safety practices, and emergency readiness including business continuity planning.

The Committee's primary focus is on university-wide topics, recognizing that each of our three campuses have local campus-based safety committees as well. The Committee takes into account the actions and recommendations of each campus-based committee, aligning its UAS-wide review and recommendations with those of each campus committee.

The Committee's charge includes the following:

- Review and update annually the UAS Emergency Operations Plan (EOP), Emergency Action Plans (EAP) and Hazard Vulnerability Analysis (HVA), working in coordination with appropriate staff
- Make recommendations in writing to the Executive Cabinet about improvements in health and safety, emergency readiness, and business continuity planning—to include regular education and training efforts, coordination with community agencies and partners, internal communications, resources needed to meet expectations, and related matters
- Communicates proactively about its actions with the UAS community through its webpage, email, and other appropriate means. The webpage includes links to planning documents, meeting notifications, membership, agendas, summary of meeting topics and recommendations, and related materials
- Serves as a clearinghouse for information, coordination, and collaboration across UAS schools and campuses, and with UA Statewide Office of Risk Management.

The following positions (or designees) serve on the Coordinating Committee:

- Emergency Management Planner (chair)
- Health and Safety Coordinator
- Director of Facilities Services
- Director, Ketchikan Campus
- Director, Sitka Campus
- Vice Chancellor of Enrollment Management
- Faculty Senate representative
- Director, Business Operations
- Information Technology (IT) representative
- Provost
- Director, Public Affairs and Marketing (PIO)