

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 assist in the identification of priority/emerging campus security issues and potential actions/solutions. **Campus security** refers to the physical safety and security of students, faculty, staff and third-party users while on U of A campuses. It is achieved through the prevention, intervention and response to risks and emerging issues related to safety and security. Dedicated physical safety and campus security initiatives at the university work alongside other safety, campus life and student and employee experience initiatives. (For Culture of Care key messages, see [here](#).) Members will act as faculty, organization, portfolio touch points on specific needs, training, implementing best practices in their areas or campuses and help review and communicate reports, education and awareness material and key messages. The following sources may inform the UASSC:

- UASSC safety and security annual survey results
- Other university surveys and reports (e.g., 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, awareness and communication plans
- Other sources/groups, internal and external, who have goals of improved community safety and security, as appropriate (e.g., U of A Sexual Assault Centre and SafeWalk, Helping Individuals at Risk (HIAR), Edmonton Transit Services (ETS), Edmonton Police Service (EPS), Alberta Health Services)

Mandate

The UASSC will support the activities and direction of the Institution's security safety plans in matters of, related policies and procedures, building access, monitoring and alarms and communications/education in order to provide a safe and secure environment (1) on its campuses and their mandated activities, (2) for its students, faculty staff and approved third parties, (3) within its jurisdictional powers/authority, (4) in collaboration with, and in support of all UofA units, and (5) by providing guidance and training to all students, faculty, staff and approved third parties to create awareness and enable them to contribute to their individual and collective safety and security as a shared responsibility.

The UASSC co-chairs will make recommendations to its executive sponsors (VP Facilities & Operations and the Office of the Dean of Students).

The UASSC will provide an update on campus security through an annual report.

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 (Co-Chair)
- Senior Academic Leader - Dean (Co-Chair)
- Director of UAPS
- Facility Service Partners (F&O)
- Building Security Systems Manager (F&O)
- Campus Services
- AASUA
- NASA
- Faculty(s)
- Students' Union
- Graduate Students' Association
- International Students' Association
- Office of the Dean of Students
- Library and Museums
- Enterprise Square
- Augustana Campus
- Campus Saint-Jean
- Office of the Registrar
- Health, Safety and Environment
- Human Resources
- External Relations

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 co-chairs will prepare the agenda for each meeting and distribute it 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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