




Office of the President • One Washington Square • San Jose, California 95192-0002 • 408/924-1177

PD 89-04

PLEASE DISTRIBUTE AND POST

December 6, 1989

To: Director Samuel Milioto, President's Designee for Employee Relations, Units 1,2,4,5,6,7,8,9, Associate AVP Lela Noble, President's Designee for Employee Relations, Unit 3

FROM: Gail Fullerton, President 

SUBJECT: Presidential Directive 89-04: Campus Safety Advisory Committee

BACKGROUND: The Memoranda of Understanding for Units 2,3,4,5,7, and 9 now require unit participation in a campus-wide safety committee. In 1985, when only some of these units had such articles in their agreements, I created a campus-wide Safety Advisory Committee to include the representatives of the appropriate bargaining units and administrators with particular responsibilities for safety. Since that time, several other bargaining units have added a comparable clause to their agreements. It has also become increasingly clear that several other administrators have responsibilities involving health and safety. Accordingly, I am issuing a new Presidential Directive, 89-04, restructuring the Campus Safety Advisory Committee. It replaces all previous directives regarding this committee and its charge.

STRUCTURE OF THE CAMPUS SAFETY ADVISORY COMMITTEE:

The Campus Safety Advisory Committee shall consist of the following persons:

- Seat No. 1 Director of Human Resources and Employee Relations
- Seat No. 2 Unit 2 delegate
- Seat No. 3 Unit 3 delegate
- Seat No. 4 Unit 4 delegate
- Seat No. 5 Unit 5 delegate
- Seat No. 6 Unit 6 delegate

Seat	No. 7	Unit 7 delegate
Seat	No. 8	Unit 9 delegate
Seat	No. 9	Associate EVP, Facilities or designee
Seat	No. 10	Director Public Safety or designee
Seat	No. 11	Director Health Center or designee
Seat	No. 12	Associate AVP, EP&R or designee
Seat	No. 13	School Dean or designee
.Seat	No. 14	Dean Student Services or designee
Seat	No. 15	President of Associated students or designee

Any designees are to be named on an annual basis to provide continuity.

PURPOSE OF THE CAMPUS SAFETY ADVISORY COMMITTEE

The Campus Safety Advisory Committee shall have the following specific purposes:

- (1) Serve as liaison between employees and managers on safety issues, allowing employees to discuss safety concerns and recommend possible action to resolve those concerns.
- (2) Suggest methods of dealing with corrective measures mandated by state, local and federal safety agencies, to that campus operation is not impaired; recommend time frames for completion of corrective measure.
- (3) Periodically communicate completed actions, findings and recommendations regarding campus safety to groups represented on the committee.
- (4) Develop and review proposed campus safety policies and represent a group opinion of the proposed policy.

This committee is advisory to the President, San Jose State University.



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December 6, 1989

TO: Members
 Campus Safety Advisory Committee

FROM: Gail Fullerton
 President *Gail Fullerton*

RE: Appointment of Committee Chair

Effective immediately, I am appointing Director Samuel Mitoto to chair the Campus Safety Advisory Committee. Mr. Mitoto will be contacting you soon with the date, time, and place of the next meeting.

The importance of the Campus Safety Advisory Committee was recently underscored by the Loma Prieta earthquake and I have been informed that vacant seats are being fitted. I appointed Dr. Ray Miller to chair this committee when it was first established, but on his retirement Ron Montgomery began, to function as an interim chairman. I am grateful to Mr. Montgomery for assuming this interim responsibility.

In May of 1985, in response to the M.O.U.s of several bargaining units, I created this committee by Presidential Directive. A copy of that directive is attached, for your information.

In the years since, several other bargaining units have added a similar clause to their agreements. It has also become apparent that other administrators have safety-related responsibilities. Thus I am issuing a new Presidential Directive, replacing that of May 31, 1985, restructuring the Campus Safety Committee. A copy of the new presidential directive is also attached.

Within the broad list of objectives for the Campus Safety Advisory Committee, I am asking that some specific areas have your attention this year. Please consider improvements that could be made in communicating with the several unions that represent our employees during

disasters. Your recommendations to me before the end of the Spring term would be appreciated.

Please consider as well how we can improve safety with regard to the Cushman carts and other campus vehicles that use our sidewalks. Having restricted bicycles and banned skateboards and roller skates from the campus (by a Presidential Directive to be implemented by the UPD as soon as feasible), we need to consider how we can improve safety by making the electrical carts operated by several departments less hazardous for pedestrians.


cc: EVP Evans DSS Batt
 AVP Okerlund Mr. Mitioto



Office of the President • One Washington Square • San Jose, California 95192-0002 • 408/277-3456

May 31, 1985

MEMO TO: J. Handel Evans Executive Vice
President

FROM: Gail Fullerton 
President

SUBJECT: Campus-wide Safety Committee

The M.O.U.s for Units 2, 7, and 9 require member participation in a campus-wide safety committee, and to ensure compliance, I am directing that this committee be organized effective May 31, 1985. It will meet on a regular basis and submit recommendations to you for action. This will be an advisory committee.

I have established the following list of objectives:

- (1) Serve as liaison between employees and managers on safety issues, allowing employees to discuss safety concerns and recommend possible action to resolve those concerns.
- (2) Suggest methods of dealing with corrective measures mandated by state, local and federal safety agencies, so that campus operation is not impaired; recommend time frame for completion of corrective measures.
- (3) Communicate periodically completed actions, findings and recommendations regarding campus safety to groups which they represent.
- (4) Develop and review proposed campus safety policies and represent a group opinion of the proposed policy.

The Committee membership shall consist of the following personnel:

- Seat No. 1: Associated Student Delegate
- Seat No. 2: Associated Student Delegate
- Seat No. 3: Director of Plant Operations (Plant Safety Committee Liaison Delegate)
- Seat No. 4: Unit 2 Delegate (Health Care Support)

Seat No. 5: Unit 7 Delegate (Administrative/Clerical)

Seat No. 6: Unit 9 Delegate (Technical Support Services)

Seat No. 7: Director of Personnel or Designee

Ex Officio Member: Campus Environmental Health/Safety Officer

Ex Officio Member: Associate Executive Vice President/Facilities or Designee

Ex Officio Member: Director, Health Center, or Designee

Mr. Harold V. Manson should coordinate the initial contact and the-attendance of the union delegates.

GF:mt

cc: AVP Gruber

Dean Martin

Dr. Miller

Director Milioto

AEVP/Facilities Orbach EHS

Officer Montgomery

Employee Relations Designee Manson

Beverly Waller-Wharton, CSEA