

UO Laboratory and Studio Safety Advisory Committee Charter

Established 1998

Revised 02/27/2017

I. Authority

The Laboratory Safety Advisory Committee (LSAC) is established by the authority of the President of the University of Oregon (UO), and is delegated authority to review the use of hazardous materials and activities within University research, teaching and development processes, including but not limited to instructional and research laboratory, art studio, and support functions. Through this authority, the Committee serves as an administrative advisory body for implementation of UO Safety Policy 08.00.02 and provides policy recommendations to the Strategic Enterprise Risk Management and Compliance Committee (SERMC), Senior Vice President and Provost, and Vice Presidents of Finance and Administration (VPFA) and Research and Innovation (VPRI).

II. Responsibilities

The LSAC uses its authority to review and advise research, teaching, and studio spaces using hazardous materials or creating hazardous conditions. To fulfill this responsibility, the LSAC or its delegate(s) will:

- A. Affirm and encourage commitment to the UO Safety Policy, and to a culture committed to personal responsibility for individual and community safety.
- B. Review reports from the University Administration, and Faculty and Department Safety oversight committees, which monitor and evaluate institutional risk.
- C. Develop strategies, techniques and recommendations for continuous improvement in hazard identification, evaluation and mitigation.
- D. Proactively recommend appropriate operational or facility changes necessary to improve safety, including modifying, suspending, or revoking permission to conduct activities deemed of unacceptable risk.
- E. Formulate and review the University chemical hygiene plan, and training program(s), for safety practices.
- F. Coordinate with other campus safety committees to establish procedures and protocols providing University students and employees the support requisite for regulatory compliance, safety, and success of their endeavors.
- G. Review and determine acceptance of requests for variances from established safety policies and procedures.
- H. Annually review the status of safety and regulatory compliance.





III. Members

- A. The voting membership of the Committee shall consist of not less than six nor more than ten members. The voting membership will include representation of the VPFA, the VPRI, the College of Arts and Sciences (CAS), the School of Architecture and Allied Arts (AAA), and faculty who represent the diversity of experience. Members are appointed from leadership of departments, centers, and institutes, and from University staff having knowledge and experience working with hazardous materials or conditions, safety, security, and risk management.
- B. Non-voting ex officio members having special interest, or expertise, may serve the committee as advisory members.
- C. The Institutional Official shall appoint members to three-year committee terms.
- D. The Institutional Official shall appoint a Chair, and a vice-Chair. The Vice-Chair will succeed to Chair upon completion of the Chair's term of office.
- E. The Environmental Health and Safety (EHS) Director or designee shall serve as Secretary of the Committee.

IV. Administrative Procedures

- A. The Committee shall meet quarterly, or upon special session as required by the Chair to conduct committee business.
- B. The Committee shall act by majority vote.
- C. A majority of voting membership provides a quorum.
- D. Meeting minutes and agendas shall be distributed prior to meetings.
- E. The Committee shall review reports of safety, regulatory compliance, and occupational injury and illness.
- F. The Committee may require persons with leadership responsibilities to appear before the full Committee.
- G. The Committee may recommend action modifying, suspending, or revoking permission to conduct activities deemed of unacceptable risk to the Senior Vice-President and Provost, the VPFA, and the VPRI, for implementation. Such recommendations shall be transmitted in writing by the Chair and Secretary.
 - Imminently dangerous situations shall be referred to Environmental Health and Safety, the University Fire Marshal, or the Institutional Official, for immediate suspension of activity or space access privileges.
- H. Appeal of committee actions shall be to the committee, the Senior Vice-President and Provost, the VPFA, and the VPRI.