



**POLICIES AND PROCEDURES**

<b>SECTION TITLE:</b> BOARD OF DIRECTORS	<b>SECTION REFERENCE:</b> BD
<b>POLICY TITLE:</b> SAFETY, SECURITY AND ALCOHOL COMMITTEE -TERMS OF REFERENCE	<b>POLICY NUMBER:</b> BD-007

**POLICY STATEMENT:**

THE BOARD OF DIRECTORS SHALL APPOINT A COMMITTEE TO OVERSEE AND MONITOR SECURITY ISSUES AND ALCOHOL USE IN THE STUDENT CENTRE TO ENSURE THE SAFETY OF THE YORK UNIVERSITY COMMUNITY.

**PURPOSE:** TO OUTLINE THE PURPOSE AND DUTIES OF THE SAFETY, SECURITY AND ALCOHOL COMMITTEE.

**PROCEDURE:**

The Board of Directors, at its first meeting of a new term of office, shall appoint a Safety, Security and Alcohol Committee.

**MEMBERSHIP**

- 1 Vice-Chairperson of the Board (Chair)
- 3 Board members
- YORK UNIVERSITY STUDENT CENTRE Chairperson *(ex-officio voting)*
- YORK UNIVERSITY STUDENT CENTRE Executive Director *(ex-officio non-voting)*

**DUTIES**

The duties of the Safety, Security and Alcohol Committee shall include, but not be limited to, the following:

1. Develop policies and procedures on all matters regarding safety, security and alcohol in the Student Centre;
2. Review the implementation and administration of such policies;
3. Ensure timely responses to community concerns regarding safety, security and alcohol in the Student Centre;
4. Ensure all policies on safety, security and alcohol are consistent with relevant legislation and University policies;
5. Through the Executive Director, liaise with the appropriate University administrative officers and committees on matters governed by this policy.
6. Develop awareness of safety and security policies and procedures in the Student Centre.
7. Recommend and monitor training programs for YORK UNIVERSITY STUDENT CENTRE staff on matters of ensuring safety, security and equality for all users of the Student Centre.
8. The Chair of the committee may periodically invite other members of the York community having expertise in the areas of safety, security, equality and conflict resolution to advise the committee when deemed necessary.
9. Assume such other duties as the Board may, from time to time, assign.

<b>Contact Person (title):</b>	Chairperson / Executive Director / Vice-Chair
<b>Cross-Manual Reference:</b>	
<b>Monitoring Tools:</b>	Board and Safety, Security and Alcohol Committee Minutes
<b>Relevant Forms:</b>	N/A

<b>Board Approval Date:</b>	22 November 1991
<b>Review Dates:</b>	
<b>Revised Date(s):</b>	25 October 2000