

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES**

Agenda Item Summary Sheet

Committee: Finance and Facilities Committee

Date of Meeting: April 16, 2013

Agenda Item: Proposed Board Policy 5.24 Safety and Security Compliance (Second Reading)

Proposed
Policy Change

Approvals
Required by
Policy

Other
Approvals

Monitoring

Information

Cite policy requirement, or explain why item is on the Board agenda:

The board is authorized by Minnesota Statutes section 136F.06, Subdivisions 1 and 2 to adopt suitable policies for the institutions it governs.

Scheduled Presenter(s): Brian Yolitz, Associate Vice Chancellor Facilities

Outline of Key Points/Policy Issues:

Proposed Board Policy 5.24 Safety and Security Compliance, provides guidance and direction for ensuring Minnesota State Colleges and Universities are safe, secure, and compliant with federal, state and system requirements and able to effectively deliver on their mission of providing extraordinary higher education for Minnesotans.

Background Information:

Proposed Board Policy 5.24 Safety and Security Compliance, represents the board's statement of commitment, direction, and expectations for campuses in minimizing risks with regard to environmental health, occupational safety, security and emergency management compliance. This policy will serve as the basis for creating a framework of regulatory compliance procedures ensuring consistency in application throughout the system.

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

ACTION ITEM
Proposed Board Policy, 5.24 - Safety and Security Compliance Second Reading

EXECUTIVE SUMMARY

Proposed Board Policy 5.24, *Safety and Security Compliance*, provides guidance and direction for ensuring Minnesota State Colleges and Universities are safe, secure, and compliant with federal, state and system requirements and able to effectively deliver on their mission of providing extraordinary higher education for Minnesotans. The draft policy is included as **Attachment A**.

BACKGROUND

Board Policy 5.24, *Safety and Security Compliance*, represents the boards statement of commitment, direction, and expectations for campuses in minimizing risks with regard to environmental health, occupational safety, security and emergency management compliance. This policy will serve as the basis for creating a framework of regulatory compliance procedures, ensuring consistency in application throughout the system.

Regulatory agencies, particularly those with responsibility for environmental health and occupational safety, view the system as one entity for purpose of authority and allocating responsibility if a regulatory violation occurs at one of the system's campuses. This proposed policy is a signal of understanding and commitment to these agencies and serves as the initial framework meeting agency standards and expectations.

The policy will be supported with system procedures in the areas occupational safety, environmental health, physical security and emergency management planning and execution for all system locations. Furthermore, procedures will be formalized to guide campuses in creating, implementing, and monitoring appropriate plans, programs, procedures, and training to operate in compliance with appropriate standards and available resources to promote safety and security of individuals and the system's physical assets.

RECOMMENDED COMMITTEE ACTION:

The Finance and Facilities Committee recommends the Board of Trustees adopt the following motion:

The Board of Trustees approves Board Policy 5.24, *Safety and Security Compliance*.

RECOMMENDED BOARD OF TRUSTEES MOTION:

The Board of Trustees approves Board Policy 5.24, *Safety and Security Compliance*.

Date presented to the Board of Trustees: April 16, 2013

**Minnesota State Colleges and Universities
Board Policies
Chapter 5 – Administration**

5.24 Safety and Security Compliance

Part 1. Policy Statement.

Minnesota State Colleges and Universities is committed to creating and maintaining safe and secure environments in order to fulfill its mission of providing high quality higher education. Each college and university and the system office shall create, implement, and monitor appropriate plans, programs, procedures, and training consistent with applicable legal and professional standards, regulations and available resources to promote safety and security of individuals and system property. These measures include, but are not limited to, compliance with standards for security for individuals and system property; environmental health; occupational safety; and emergency management.

Part 2. Definitions.

Subpart A. Security. Actions, practices, procedures, processes, and programs associated with protecting individuals and the physical assets such as property, facilities, vehicles, equipment, and material on system property and operating locations from threat of or actual damage or loss.

Subpart B. Environmental health. Actions, practices, procedures, processes, and programs associated with preserving and protecting the natural environment (air, soil, and water) of system property and operating locations.

Subpart C. Occupational safety. Actions, practices, procedures, processes, and programs associated with protecting the health and well-being of employees in performing their assigned responsibilities on system property and operating locations.

Subpart D. Emergency management. Planning, organizing, coordination, integration, training and execution of efforts to prevent, minimize, respond to, and recover from injury or damage resulting from natural or manmade disasters or other crisis situations.

Subpart E. System property. System property means the facilities and land owned, leased, or under the primary control of Minnesota State Colleges and Universities, its Board of Trustees, system office, colleges, and universities.

Part 3. Applicability.

This policy applies to all employees and students of the Minnesota State Colleges and Universities system. To the extent that more than one standard is established for matters subject to this policy, the more stringent standard shall govern.