



## Committee Charge

Approved: June 8, 2015; revised Nov 2, 2022

The University of Michigan (U-M) Research and Academic Safety Committee is jointly charged by the Provost and Executive Vice President for Academic Affairs, Executive Vice President for Business & Finance and Chief Financial Officer, and the Vice President for Research to strengthen the culture of safety at U-M through enhanced oversight and accountability in the academic and research settings. U-M requires that faculty, staff, students, research fellows, and visitors comply with all applicable Federal and State regulations and U-M policies pertaining to research and academic activities. The committee has oversight responsibility for academic and research activities that involve potentially hazardous materials or equipment, occurring in laboratories, shops, or studios affiliated with the Ann Arbor campus.

The committee will work closely with the U-M Department of Environment, Health & Safety (EHS) to promote research and academic safety campus-wide by serving as the monitoring body for the Safety Committees at the college-, school-, and major research unit-level. This structure will be utilized both to inform department-level personnel of changes to research safety policies and practices, and to address reports of safety issues from research and academic areas.

Committee responsibilities and activities include, but are not limited to:

- Ensuring strong and consistent institutional support for research and academic safety
- Developing a strategic plan to improve the culture of safety
- Reporting periodically to the Executive Leadership Team and the associated Executive Steering Committee on progress toward strategic plan goals and milestones
- Organizing an annual meeting of the safety accountability leads and unit-level safety committee chairs to share best practices, identify opportunities for process improvement and education, and to adjust the strategic plan based on community input
- Serving an advisory and coordinating role for unit-level Safety Committees in areas of safety oversight, education and best practices
- Ensuring each unit has a safety accountability plan that is maintained and used to ensure appropriate follow through and escalation of safety incidents, near misses, and deficiencies and to document the process for communication and engagement within the unit
- Reviewing reports received from unit-level Safety Committees and providing necessary feedback and follow up to the unit-level Safety Committee and to the individual designated to oversee safety within the unit
- Reviewing reports and monitoring trends in safety metrics regarding research and academic safety issues (e.g., compliance, near misses, incidents) to develop initiatives for safety culture improvement
- Working with EHS to assure that any corrective and preventive actions for research and academic areas with serious or continuing lab safety issues are addressed as needed
- Coordinating with other U-M research oversight committees to resolve safety concerns and to identify gaps in safety oversight (e.g., Institutional Biosafety Committee, Radiation Policy Committee)
- Proposing recommendations and requirements for U-M research and academic safety training and education
- In collaboration with EHS, reviewing applicable federal and state regulations and U-M policies and procedures related to research and academic activities for their impact on safety culture and making recommendations for improvements as needed

The committee will provide regular updates on the progress made in improving the culture of academic and research safety and on issues of concern to the Executive Leadership Team including the Provost and Executive Vice President for Academic Affairs, Executive Vice President for Business & Finance and Chief Financial Officer, Vice President for Research, and Executive Vice President for Medical Affairs.

Committee members will serve three-year terms that may be renewed based on continuation of the individual's university role. Initial appointment lengths may be shorter to stagger the rotation. Regular voting committee members will be primarily faculty selected from Ann Arbor campus schools, colleges, and units/institutes with academic or research activity that falls under the scope of the committee and that do not have a role on a school/college/unit safety committee. The committee will have *ex officio* members from key U-M oversight areas. The committee reserves the right to consult experts as needed as part of its deliberations.