



Campus Public Safety Advisory Council CHARTER

CHARGE

The Campus Public Safety Advisory Council (CPSAC) is comprised of a cross section of the University community that includes students, faculty, and staff as well as identified members of the external community. The Council exists to assist the Director of Public Safety and the University Police Department in remaining responsive to the needs of the campus community and by providing input on issues surrounding public safety, crime abatement, and campus security. The primary role of the CPSAC is advisory and consultative, focused on programs, policies and procedures. The Department of Public Safety and its policies, procedures, and operations remain the responsibility of the Director of Public Safety.

Typical functions of the CPSAC include but are not limited to:

1. After first establishing an informed understanding of the operations of the Department of Public Safety: advise, and provide information and feedback to the Director of Public Safety regarding emerging and identified public safety issues that could potentially impact the Western community as well as ways in which these could be best addressed. Some of these issues include: training, data analysis of policing activities, and achieving departmental accreditation status.
2. Advise, provide information and feedback to the Director of Public Safety regarding ways that already established relationships between the university police and university populations can be strengthened and enhanced. These relationships include: student leadership, student organizations, the student body at large, faculty and staff organizations, and university committees.
3. Assist in developing a mechanism for the Department of Public Safety to solicit and collect timely feedback regarding its efforts to meet the needs of the campus community and community satisfaction both in the short and long term.

MEMBERSHIP

Director of Public Safety / Chief of Police - *Co-Chair*
Dean of Students - *Co-Chair*
Assistant Attorney General
Assistant Dean of Students
Bellingham Police Department Representative
Campus Community Coalition Coordinator
Director, Counseling Center
Director, University Communications and Marketing
Director, University Residences
Employment Inclusion Manager, Human Resources
Equal Opportunity Office Representative
Faculty Representatives (2)
Student Representatives (4)
Staffed by the Department of Public Safety



APPOINTMENT TERMS

Student appointments shall be for one academic year. All others shall be for two years. All Council members are eligible for reappointment with the concurrence of the Director of Public Safety and the Vice President for Business and Financial Affairs.

Members who fail to attend three consecutive regular meetings may be considered to have vacated their positions, and may be replaced by the Director of Public Safety, in concurrence with the Dean of Students. Members are expected to meet their Council responsibilities. Failure to do so may result in removal by the co-chairs.

CHAIR

The Council will be co-chaired by the Director of Public Safety and the Dean of Students. The co-chairs shall convene the meetings, approve agendas, and preside at all meetings of the CPSAC.

MEETINGS

Meetings shall be called by the co-chairs. The CPSAC will generally meet multiple times each academic quarter, but not more than monthly. Meetings will be set with a minimum of one week's notice.

REPORTAGE

Minutes will be kept of all meetings. The CPSAC shall make an annual report through the Director of Public Safety to the Vice President for Business and Financial Affairs who will share the items, as appropriate, with the other vice presidents and the President.

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Campus Public Safety Advisory Council Representative

Position Description

Introduction:

Each member of the Campus Public Safety Advisory Council (CPSAC) is appointed to assist the Director of Public Safety and the University Police Department in remaining responsive to the needs of the campus community and by providing input on issues surrounding public safety, crime abatement, and campus security. This role is advisory and consultative, focused on programs, policies and procedures.

Expectations:

Each member is expected to commit to establishing an informed understanding of the Department of Public Safety, through:

- participating in scheduled orientation sessions;
- participating in a ride along; and,
- reading selected documents, such as:
 - a. annual reports,
 - b. research documents, and
 - c. other relevant material as identified by the Co-Chairs.

Duties:

- Attend regularly scheduled meetings.
- Provide information and feedback to the Director of Public Safety regarding areas that may affect the safety and security of the campus. These include:
 - a. crime abatement,
 - b. general campus security,
 - c. public safety programs, and
 - d. public safety policies and procedures.
- Promote a free exchange of ideas, and participate in a collaborative, inclusive manner, being open to listening to all points of view.

Process:

- Submit a letter of interest to the Co-Chairs.
- Co-Chairs will consult with AS President or designee for student representation on the council, as well as consult with the Provost's Office for faculty representation.
- Co-Chairs will determine whether to appoint.

Co-Chairs: Darin Rasmussen, Director of Public Safety / Chief of Police
 Ted Pratt, Dean of Students