

**Portland State University
Campus Public Safety Committee (CPSC)
FY16-17 Charge**

Introduction

On December 11th 2014, the PSU Board of Trustees approved a resolution authorizing Portland State University to employ and commission sworn police officers in a manner consistent with Oregon law. Additionally, PSU's new strategic plan calls on the university to "provide the necessary infrastructure to ensure rapid response (and) ensure safety of the PSU community." To further that goal and meet the requirements of the board resolution, the university established a University Public Safety Department Management and Implementation Plan. An Implementation Advisory Committee (IAC), including students, staff, and faculty, helped draft the plan.

The implementation plan, approved in June 2015, called for creation of an Oversight Committee (OC) with ongoing responsibility to provide feedback and insight on the operations of the University Public Safety Department (UPSD). The committee's charge described in the plan was to review the department's recruiting, hiring and training practices, and its arrest, citation, and use of force incidents to ensure it embraces an inclusive, community-oriented philosophy. Additionally, the OC was to review and make recommendations regarding campus public safety overall. The committee will be appointed by and report to the President and the Vice President for Finance and Administration with members including students, faculty and staff representing a diverse range of experiences and backgrounds.

Terminology Clarification

During the development of the campus public safety reports and resolutions, the terms University Public Safety Department (UPSD) and Oversight Committee (OC) were used. Prior to the employment and commissioning of sworn police officers the Campus Public Safety Office (CPSO) had provided basic public safety to the campus. After further consideration, the decision to continue with the name CPSO was made and thus, effective July 1st, 2015, CPSO became a bifurcated department with both public safety officers and sworn police officers. Furthermore, to highlight the focus of the committee on all aspects of campus public safety, including the operations of CPSO, the Oversight Committee will be called the Campus Public Safety Committee (CPSC).

Campus Public Safety Committee Charge

The University Public Safety Department Management and Implementation Plan provided a charge for the committee now referred to as the CPSC (see Appendix C of the University Public Safety Department Management and Implementation Plan, University Oversight Committee for Campus Public Safety).

The committee's mission and goals center on providing counsel and advice to university leadership, serving as an advisory body in order to advance overall public safety on the Portland State University campus.

As outlined in its charge, the following categories define the operational focus of the committee.

– **Advisory Committee on Public Safety**

The overarching goal of the CPSC is to review and make recommendations regarding campus public safety overall, and specifically around aspects of improved safety beyond those made by the commissioning of sworn armed officers. Examples include: enhanced access controls; educational programs to prevent sexual violence; active shooter and other training programs; student patrols; various alert systems; and use of security cameras. During this year (FY16-17), the committee is also charged with providing input on the pros and cons of internal locks on classroom doors. The committee should provide a summary of their work in their May 2017 report to the University President and Vice President for Finance and Administration

– **Facilitation of Campus Discussions on Campus Public Safety**

The committee is charged with developing a format for ongoing discussions about safety on the PSU campus that provide important updates and training, opportunities to hear concerns about safety, and suggestions for safety improvements. Possibilities could include a safety week with numerous presentations and discussions, or a focus on specific safety aspects throughout the year.

– **Review of Campus Public Safety Office Operations**

CPSC is charged with reviewing Campus Public Safety Office (CPSO) operations in order to advance social justice, fair treatment, and ensure community confidence in the department.* Specific actions the committee may take to advance this goal are:

- Review and make recommendations regarding policies and procedures adopted by CPSO. To give the CPSC an opportunity for comment, CPSO will share proposed substantial changes to its policies and procedures 30 days prior to their adoption. Minor changes will be provided within 60 days of their implementation.
- Review CPSO recruitment, hiring, and training practices for alignment with delivery of culturally competent public safety services in an urban university environment. To facilitate this work, CPSO will provide annually a report summarizing personnel hired and professional development training provided to each department employee. The CPSC will also provide at least one member who will provide advice to in the recruitment and hiring of CPSO officers.
- Review significant public safety incidents that have occurred on campus in order to provide advice and counsel, where appropriate, on how similar

incidents may be avoided or how the department might improve its response in the future.

- Review at least yearly (preferably semi-annually) crime report data by type of incident, stop and citation data, and cases of use of force above simple handcuffing, as allowable under applicable regulations and laws, in order to make recommendations to university leadership to advance campus public safety.

*The CPSC is not charged with investigating citizen complaints about police personnel. These matters are dealt with by the Human Resources Department and the Office of Equity & Compliance in concert with CPSO. The CPSC may review complaints and their disposition within the guidelines of CPSO, university, and human resources policies and procedures, which may require confidentiality of the personnel involved.

– **Semi-annual Reports**

CPSC is charged with making semi-annual reports, in November and May, to the President and Vice President for Finance and Administration on the data and feedback collected in order to offer recommendations on improvements to campus public safety and to CPSO's operations. This timing will permit the University to report to the Board of Trustees at the December and June meetings.

Membership and Governance

The University's President and Vice President for Finance and Administration will appoint a committee chair or co-chairs, and approximately 12 members to the CPSC Committee with the goal of having broad representation from the university community of students, faculty, and staff representing a diverse range of experiences and backgrounds. Ideally, committee appointments will be for two-year terms with the exception of student members, and terms should be staggered to provide some membership consistency over time. The chair or co-chairs will be responsible for calling meetings, creating agendas, and maintaining communications among members.

As needed to support members in effectively conducting its work, the committee will construct a learning program to advance the public safety knowledge of its members.

Committee members are expected to regularly attend meetings, protect the confidentiality of all parties involved in any incidents reviewed, and participate in the learning program.