

## Public Safety Advisory Council Charter

The University of Chicago hereby establishes the Public Safety Advisory Council (or “the council”).

### Article I: Mission

The purpose of the Public Safety Advisory Council is to foster a collaborative relationship between the University’s public safety programs and the students, academic appointees, staff, neighbors and neighboring organizations that share our community. The Public Safety Advisory Council will provide a formal mechanism for community input regarding issues that impact safety and security on campus and throughout the UCPD extended patrol district. The Public Safety Advisory Council will proactively seek feedback from a diverse group of stakeholders to identify public safety challenges and concerns and will work with the Department of Safety and Security (“DSS”) and the University of Chicago Police Department (“UCPD”) to promote and support community awareness and understanding of the University’s safety and security services. The Public Safety Advisory Council will also provide the University, the DSS, and UCPD with advice and counsel to ensure that the University’s public safety priorities, policies, and operations are informed by community input and feedback.

### Article II: Council Size and Composition

The council will include representation from various stakeholder groups within the University community.

The council will have a total of 15 voting members and 6 ex-officio non-voting members:

The voting members will include:

- **Chair (1)**, an academic appointee or member of the University Administration, nominated by the Provost and appointed by the President, to serve a 3-year term.
- **Academic Appointee Representatives (4)**, to serve 3-year terms:
  - Three Academic Appointee Representatives, including two tenured or tenure-track academic appointees and one Other Academic Appointee member, will be appointed by the President based on an application process and after having been nominated by the University Deans:
    - Dean, Booth School of Business
    - Dean, The College
    - Dean, Divinity School
    - Dean, Graham School
    - Dean, Harris School of Public Policy
    - Dean, Humanities Division
    - Dean, Law School
    - Dean, Pritzker School of Molecular Engineering
    - Dean, Physical Sciences Division

- Dean, Division of the Social Sciences
    - Dean, Crown Family School of Social Work, Policy, and Practice.
  - One member of the Biological Sciences' Clinical Faculty will serve as an Academic Appointee Representative, to reflect the specific needs of the University Medical Center. This representative will be appointed by the President after having been nominated by the Dean of the Biological Sciences Division, based on an application process.
  - Academic Appointee Representatives must have been employed full-time by the University for at least one year at the time of application.
- **Student Representatives (3)**, to serve 1-year terms:
    - Two Student Representatives will be nominated by the Graduate Council following an application process, and appointed by the Provost (or Dean of Students).
    - One Student Representative will be nominated by the Undergraduate Council following an application process, and appointed by the Provost (or Dean of Students).
    - Student Representatives must have been enrolled full-time at the University for at least one year.
- **Staff Representatives (3)**, to serve 3-year terms:
    - Two Staff Representatives from any division within the University will be appointed by the President following an application process.
    - One Staff Representative from the University Medical Center will be nominated by the Dean of the Biological Sciences Division and appointed by the President following an application process.
    - Medical Residents employed by the University Medical Center are eligible to apply to serve as a Staff Representative.
    - Staff Representatives must have been employed full-time by the University for at least one year.
- **Community Representatives (4)**, to serve 3-year terms:
    - Appointment Criteria:
      - To be eligible to serve as a Community Representative, applicants must either:
        - reside within the UCPD extended patrol area, or
        - be a parent or guardian of a student who attends a K-12 school located within the UCPD extended patrol area.
      - Community Representatives may not be employed in law enforcement at the time of appointment and must be free of any conflicts of interest with the University.
      - The need for broad geographic representation among the community representatives, in particular, and the council, in general, will be an important consideration in the selection of community representatives.
    - Appointment Method:

- Four Community Representatives will be appointed by the Provost after having been nominated by a selection committee empaneled by the Office of Civic Engagement and to be comprised of community leaders familiar with the university and the subject matter.

The President (or Provost) may reappoint any member of the council to serve one additional term without the need for a subsequent nomination or appointment.

The council will also include six (6) ex-officio, non-voting members:

- UCPD Chief or the Chief's designee
- Administrator within the Provost's Office to serve as record-keeper
- Representative from the Office of Civic Engagement
- Director, UChicago HELP
- Representative from the Center for the Study of Race, Politics, and Culture
- Representative from the Office of the General Counsel
- The DSS/AVP, although not a council member, may attend any council meeting or event.

**Quorum:**

- A quorum will be a majority of the council's seated voting members.

**Vacancies:**

- Should vacancies occur during the academic year, they will be filled through temporary appointments made by the President (or Provost).

**Role of the Chair:**

The Chair, to be appointed by the President, will preside at council meetings and facilitate the work of the council through agenda setting and by serving as a liaison to the University administration where necessary and appropriate.

**Article III: Duties & Responsibilities**

Recognizing that UCPD is subject to significant oversight through the accreditation procedures and requirements imposed by the Commission on Accreditation for Law Enforcement Agencies ("CALEA"), the University remains committed to being responsive to community needs and concerns. The purpose of the Public Safety Advisory Council is to ensure that DSS and UCPD priorities, policies and operations are informed by community input and feedback. Through proactive community engagement, the Public Safety Advisory Council will provide critically important community perspective in the development of public safety policies, practices, and protocols. More specifically, the Public Safety Advisory Council will:

- Identify and discuss issues affecting safety on campus and within the adjacent neighborhoods UCPD serves.

- Collaborate with UCPD and DSS in the development of policies and programs that support bias-free, community-driven policing.
- Review and provide recommendations related to existing and proposed policies, practices, or protocols that directly impact police-community interaction.
- Develop and implement practices or protocols for obtaining regular community feedback on the performance of the University's public safety operations.
- Review and report on, as necessary, UCPD metrics of community concern (e.g., use of force, traffic stops, citizen complaints).
- Assist UCPD in developing strategies and programs to inform the University community about public safety issues and DSS/UCPD operations and initiatives.
- Address policy considerations referred to the council by the Independent Review Committee.
- The council may adopt bylaws, rules or procedures for the conduct of its business.

The input and feedback from the council will be essential to the University and its ability to best serve the campus and broader community. The authority to change or modify University, DSS, or UCPD policies and procedures will rest with the University. While the council's feedback and ideas on the efficiency of DSS and UCPD operations will be valued, budget appropriations to or within DSS and UCPD will remain within the sole discretion of the University. Responsibility for the review and handling of citizen complaints against individual UCPD employees will remain with the Independent Review Committee.

## **Article IV: Community Engagement and Transparency**

### **SECTION A: MEETINGS**

The work of the council is intended to be conducted with the utmost transparency. Notice of council meeting times and locations will be posted publicly online.

The council will convene monthly from October through May. The council will conduct at least one public forum per quarter for the purpose of learning about and gaining community feedback on a specific public safety issue or topic. The council may, in its discretion, hold additional public meetings as necessary.

### **SECTION B: REPORTING**

The council will make its meeting minutes publicly available. The council will issue an annual report at the conclusion of each academic year detailing the council's accomplishments and areas of focus for the next academic year. The council may, in its discretion, issue public reports on specific public safety issues, topics or recommendations. The council will also make public any responses to reports and recommendations by the University Administration and DSS.

### **SECTION C: COMMUNITY ENGAGEMENT**

Community engagement is an important element of the council's mission. The council shall engage in community outreach to generate awareness about its work. The council shall also engage the community to promote transparency regarding the work of DSS and UCPD and to facilitate

positive, productive interactions between the community and UCPD. With support from the University and DSS, the council will identify specific means and mechanisms for gaining community input and feedback including, for example, conducting community surveys.

### **Article V: Training**

Council members must complete required training within the first academic quarter of their service. Required training topics will include: an overview of the University community, orientation to the structure and functions of the Department of Safety and Security, an overview of civilian oversight of law enforcement, implicit bias, procedural justice, and a review of UCPD policies and training relevant to the council's advisory powers. Council members will also participate in a "ride-along" session with UCPD personnel.

### **Article VI: Information Access and Confidentiality**

The council should have reasonable and timely access to data, information, and reports maintained by DSS/UCPD to the extent permissible by University policies, applicable collective bargaining agreements, and state or federal law, rules or regulations.

Members of the council have a duty to maintain confidentiality with respect to information they acquire in the context of their council duties and may not disclose such information to any person or entity unless disclosure is required by University policy, or state or federal law, rules or regulations. This duty arises upon appointment to the council and continues after completion of the council member's term of service.

### **Article VII: Resources**

Resources to support the council's work will be provided by the Office of the Provost. Such resources include, but are not limited to: meeting space, administrative support, document production and retention, legal advice, and funding for research and community engagement programming. Although all council members will serve on a volunteer basis, the University will reimburse council members for reasonable expenses related to their service.