

Radiation Safety Committee

I. Purpose of the Radiation Safety Committee

The Radiation Safety Committee (RSC) will support the mission of Baylor University by developing, maintaining, approving and implementing policies and procedures in the areas of radiation safety that will contribute to the operation of a safe and compliant campus. This committee will review all policies and procedures relating to radiation safety, review and approve all related proposed research procedures, monitor dosimetry reports when appropriate, insure that all regulations pertaining to radiation are adhered to, provide annual certification and inspection of equipment on campus that emit radiation, assist in the application of radiation registrations and licenses and perform other related duties as directed by the university's radiation licenses and registrations.

II. Membership and Organization of the Radiation Safety Committee

The RSC is composed of a board of (5) five to (7) seven members consisting of radiation materials, machines, or laser users. The University Radiation Safety Officer (RSO) shall chair this committee. The Texas Administrative Code §289.202 mandates that institutions using radioactive materials develop radiation safety programs and establish radiation safety committees. Due to the highly technical nature of the subject matter involved in the scope of this committee, membership is restricted to those persons with experience in radiation safety, general law or in the use of radioactive materials and/or radiation emitting machines (including lasers).

III. Jurisdiction of the Radiation Safety Committee

1. The RSC shall have the authority to seek out and address radiation safety matters affecting Baylor University and it shall provide a forum for the full and free discussion of such matters and to arrive at and clearly express collective judgments on such matters. The duties of the RSC are to consider proposals from the RSO, review and consider for approval all radiation safety-related policies and procedures brought before it, and oversee the implementation of approved policies and procedures. In addition, the RSC shall review and approve all proposed research prior to the initiation of said research,

monitor dosimetry reports as appropriate, insure that all regulations are adhered to, provide annual certification of all equipment on campus that emits radiation, assist in the application for radiation registrations and licenses, and perform other related duties as necessary.

2. The RSC shall have the power and authority to review and evaluate the radiation safety policies, procedures, and practices of the University and may make recommendations concerning them to any individual, student, faculty, staff or other group within the University. The RSC shall provide for appropriate discussion of any radiation safety-related policy or practice. It may advise and consult with the chief administrative officers and inform them of their findings about such matters. It shall facilitate and encourage communication within the University, among the schools, and reciprocally among faculty, staff, students, and administration.
3. The RSC shall act on matters referred to it by the University President, the Department of Environmental Health & Safety, or any other appropriate source. Further, any student, faculty, or staff member of Baylor University may bring to the attention of the RSC in an appropriate manner any matter of radiation safety concern. The RSC shall have the power to recommend guidelines and procedures for dealing with such submissions.
4. The RSC shall develop and maintain a working relationship with the various departments within the University.
5. The RSC shall meet as needed, but not less than once annually (per the Texas Administrative Code §289.202) and shall act in a timely manner upon all directives placed before it.

Committee Approval: This committee charter was approved by the members of the Radiation Safety Committee (RSC) on April 17, 2009.