

University of Washington
**Charter for the
Advisory Committee on Communicable Diseases**
February 2016

Purpose and Background

The UW Advisory Committee on Communicable Diseases (ACCD) is a collaborative group that addresses the risk of communicable disease outbreak on UW campuses. The Committee was originally established in 1986, as part of [Executive Order No. 60](#), which addressed emerging issues related to HIV. Since that time, the focus, mandate, name, and membership of the committee have evolved.

Scope

In order to reduce the risk of, prepare for, and address the needs related to communicable disease outbreaks, ACCD:

- Collaborates to promote the health and wellness of UW students, employees, and visitors.
- Disseminates information about potential threats related to communicable diseases and how to minimize risk.
- Guides the University's preparation and response activities related to communicable diseases.
- Advises the Chancellors, Provost, and President on trends, risks, and appropriate responses.

Membership

Representatives from the following UW organizations comprise ACCD:

- Academic Personnel
- Attorney General's Office
- Compliance and Risk Services
- Global Affairs
- Emergency Management
- Environmental Health & Safety
- Hall Health Center (convenes and chairs the Committee)
- Housing and Food Services
- Human Resources
- Intercollegiate Athletics
- Media Relations and Communications
- School of Medicine, Division of Allergy and Infectious Diseases
- School of Public Health
- Student Life
- UW Bothell campus
- UW Tacoma Campus
- Other UW entities, as their expertise is required

Structure

The ACCD meets quarterly and as needed at a central location on the Seattle campus. The ACCD may create subgroups for *ad hoc* projects.

Roles and Responsibilities of the ACCD Chair

The chair of the Advisory Committee on Communicable Diseases is usually the medical director of Hall Health Center. He or she is responsible to:

- Schedule meetings
- Reserve rooms and AV equipment
- Communicate with membership
- Solicit agenda items
- Develop agendas
- Suggest discussion topics
- Summarize meetings

Roles and Responsibilities of ACCD Member Departments

ACCD member departments:

- Participate in meetings
- Respond to email and other communications
- Suggest agenda items
- Research and/or provide input on communicable disease-related questions
- Participate on special projects, as requested by the ACCD chair
- Act as a liaison to the ACCD-member organizations with which they are affiliated

Denzil Suite, in his role as Vice President for Student Life, will serve as the primary liaison to University leadership.