

Clery Act Committee Meeting

Thursday, August 11, 2016, 9:00 AM
Student Union, Building 58W / Room 3804
MINUTES

Committee Members Present:

Frank Mackesy, UPD
Bob Boyle, Housing and Residence Life
Joann Campbell, Compliance
Dan Endicott, Environmental Health and Safety
Cheryl Gonzalez, Title IX Administrator
Jillian Gooding, Compliance Coordinator, Student Financial Aid
Kelly Harrison, CPDT
Anne Hoover, Academic Affairs
Andy Joiner, UPD
Donna Kirk, Athletics
John Reis, Office of the General Counsel
Tim Robinson, International Center
Bob Shepherd, Student Conduct
Marc Snow, Office of the General Counsel
Sheila Spivey, Women's Center
Bill Strudel, UPD
Margaret Szebra, Student Government
Tom Van Schoor, Dean of Students and Title IX Coordinator for Student Affairs
Tia Wrigley, Club Alliance

Absent:

Tim Barnes, Student Government
Holly Miller, Faculty Representative

Guests:

Ruth Lopez, International Center
Cheryl Parham, Financial Aid
Lucy Tison, as Student Government representative

The meeting was called to order at 9:00 a.m. by Committee Vice Chair, John Reis. Frank Mackesy, Committee Chair, originally had a conflict, but plans changed and he attended, Chief Mackesy recommended that since Vice Chair, John Reis, was already prepared to lead the meeting, he should carry on.

Minutes: Mr. Reis presented the draft minutes of the May 26, 2016 meeting to the committee and offered the opportunity for comments/questions from the members. Upon receiving none, Mr. Reis asked for a motion for approval. A motion was offered and seconded. The motion was carried to accept the minutes as presented.

Annual Security Report – Chief Mackesy sent out the draft Annual Security Report (ASR) on June 22. He indicated that the ASR is pretty much done but that Officer Andy Joiner will wait to file it electronically on October 1st. Chief Mackesy said that he received feedback from individuals who had the responsibility for section(s) on the ASR. Since these individuals are the subject matter experts when it comes to their section of the ASR, he just incorporated those comments into the ASR. Now the ASR will be reviewed by John Reis, Joann Campbell and Frank Mackesy for formatting and finalization. Chief Mackesy said there were some formatting

errors in the ASR that he could not solve so Mary Stumph volunteered to format the ASR. Chief Mackesy said that developing this year's ASR was 100% smoother than last year and this will be the process from here on out - get it out to the designated individuals early so it can be formatted and finalized well within the October 1st deadline to file it. Chief Mackesy then

Travel – The International Center continues to run their shop smoothly. Anne Hoover will update their form to include domestic travel and will send it to all the colleges in the fall. Because we cannot wait for the new travel system to come online, we will have to rely on paper. Chief Mackesy will meet with Dr. Traynham to emphasize the importance of keeping track of travel. The new handbook says that starting in 2016, all travel of more than one night with students is enough to trigger it for Clery tracking. Also, if a professor takes a class to a location off campus, such as the DuPont Center downtown, UPD has an obligation to contact the local law enforcement agency for crime statistics. There was a general discussion as to if this applied to Athletics where students practice at different sites across the city and Athletics does have a contract in place with the facility. The handbook and contracts will have to be reviewed to determine if they are included.

Timely Warning Policy – The policy was revised but Sharon Ashton made comments about a portion of the language. Chief Mackesy is meeting with her today to come up with acceptable language. He will then get it back to Mr. Reis and Dr. Campbell and then it will go back before the Policy and Compliance Committee. Please note that the timely warning and emergency notification are separate and distinct actions on UPD's part.

Required Disclosures – Since Jillian Gooding had to leave the meeting early, Cheryl Parham reported that this went live on June 1st and is at the bottom of every webpage with the caption "Consumer Information". Please provide any feedback to Ms. Gooding.

Sexual Assault Awareness Video – Dr. Campbell reported that the final edits are being done today and they are working to get it into our system. Sheila Spivey said that the launch party would be Monday, September 12 at 5:00 p.m. in the Student Union Auditorium. She is hopeful that the majority of the students appearing in the video will be present and explain why they got involved and to encourage other students to be aware and to report any suspicious activity to UPD.

Other business – Tom Van Schoor reported that Student Conduct is looking at a variety of software programs to be used for student conduct tracking. Maxient has gotten the best review and most recommendations from his peers and he is trying to arrange a demonstration. Ms. Gonzalez also is looking at that system for Title IX tracking.

Next Meeting – Since UPD has enough information to complete the ASR by the October 1 deadline, there is no need for another meeting before the regularly scheduled one in November. The next meeting will be Thursday, November 17, 2016 at 9:00 a.m. at the Student Union, Building 58W / Room 3804.

Adjournment: There being no further business, the meeting was adjourned at 10:05 a.m.

Approved by committee vote on November 17, 2016.