

**Clery Act Committee Meeting**  
**Thursday, May 23, 2019 at 9:00 a.m.**  
**John A. Delaney Student Union, Building 58W, Room 3804**  
**MINUTES**

**Committee Members Present:**

Frank Mackesy, UPD, Chair  
Anissa Agne, Enrollment Services  
Tim Barnes, Student Government  
Adam Brown, UPD  
Shawn Faulkner, UPD  
Ann Hartunian, Center for International Education  
Anne Hoover, Academic Affairs  
Donna Kirk, Athletics  
Ruth Lopez, International Center  
Louisa Martinez, Center for International Education  
John Reis, Office of the General Counsel  
Sheila Spivey, Women's Center  
Tom Van Schoor, Dean of Students  
Rachel Winter, Student Conduct

**Absent:**

Bob Boyle, Housing and Residence Life  
Joann Campbell, Compliance  
Dan Endicott, Environmental Health and Safety  
Kelly Harrison, CPDT  
Christina Helbling, Academic Support Services  
Marlynn Jones, Office of Equal Opportunity & Inclusion  
Dawn Knipe, Student Government  
Holly Miller, Faculty Representative

The meeting was called to order at 9:05 a.m. by Committee Chair, Frank Mackesy.

**Minutes:** Chief Mackesy presented the draft minutes of the February 28, 2019 meeting to the committee and then offered the opportunity for comments/questions from the members. Upon receiving none, Chief Mackesy asked for a motion for approval. A motion was offered by Anne Hoover and seconded by Tom Van Schoor. The motion was unanimously carried to accept the minutes as written.

**2018 ASR:** The Annual Security Report information is due to Chief Mackesy by August 19th. He asked that everyone please read and follow the instructions. Please use the recommended font and use track changes as this will be helpful to Chief Mackesy when he compiles the report. Once that's done, he will ask John Reis and Joann Campbell to review. Some members of the Committee have already given Chief Mackesy their information and he has already started compiling the report. He asked the members to please review the entire report to make sure you capture all the information needed from your area.

**Bi-Annual Notification to CSAs:** Officer Faulkner reported that the notification went out to the CSAs the week before graduation.

**Other Business:** Chief Mackesy stated that he has reviewed webpages regarding Clery on other university sites. Some have an online form for CSAs to report crimes. Some have a Clery geography interactive map that is color coded for various parts of the university such as



**Next meeting:** The next meeting of the Clery Act Committee will be held on Thursday, August 8, 2019 at 9:00 a.m. at the John A. Delaney Student Union, Building 58W, Room 3806.

**Adjournment:** There being no further business, Chief Mackesy adjourned the meeting at 9:40 a.m.

Approved by Committee vote on August 8, 2019.