

Clery Act Committee Meeting
Thursday, August 9, 2018 at 9:00 AM
Student Union, Building 58 W / Room 3804

Committee Members Present:

John Reis, Office of the General Counsel, Vice-Chair
Tim Barnes, Student Government
Maria Bello, Club Alliance
Joann Campbell, Compliance
Rosalind Dexter-Harris, Enrollment Services Planning & Operations
Carrie Guth, Human Resources
Katie Haft, Office of Equal Opportunity & Diversity
Kathleen Halstead, UPD
Kelly Harrison, CPDT
Anne Hoover, Academic Affairs
Luisa Martinez Joyce, International Center
Donna Kirk, Athletics
Dawn Knipe, Student Government
Ruth Lopez, International Center
Holly Miller, Faculty Representative
Rachel Winter, Student Conduct

Absent:

Bob Boyle, Housing and Residence Life
Dan Endicott, Environmental Health and Safety
Cheryl Gonzalez, Title IX Administrator
Frank Mackesy, UPD, Chief
Sheila Spivey, Women's Center
Tom Van Schoor, Dean of Students

Guests:

Aisling Glock, Spinnaker News
Robb Hartman, Office of Internal Auditing
Julia Hann, Office of Internal Auditing

from some members of the committee and reminded the rest to su
group by August 31, 2018. Unless there were big changes in a de
needed to review last year's report and make sure it is up to date.
section of the ASR you are responsible for, contact Frank Mackesy
Reis. Remember the final report is due to be posted by October 1

st.

Sexual Assault Resources for Non-English Speakers: Dr. Campbell thanked Katie Haft, Ruth Lopez and Kaitlin Legg for their assistance. Dr. Campbell said that she is on a list serve from SUNY who has developed a sexual assault resource information sheet that can be

translated into 120 languages. It is free to use if attributions are made to SUNY. Dr. Campbell met with Ms. Lopez who said that the highest number of nonnative speakers on campus speak Spanish, Portuguese and Chinese. Dr. Campbell distributed an information sheet that was translated into Spanish to the committee as a sample. She acknowledged that it is not in the prettiest format, but they are working on putting it into a more attractive brochure format with links to the websites mentioned. If your area has a need for the information sheet to be translated into another language, just contact Dr. Campbell. If students need something more specific, she can help. They are working on how to make it available in a variety of ways and

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little bit different, so write down what is required of employees. Everyone Robb met with during the audit could clearly articulate the process so it just needs to be written down. Lt. Halstead said that calling dispatch is not the best way to report and suggested that email is the preferred method. She said to take notes while talking with the student, write it down and email it. Of course, if a crime is occurring right there and you see it, yes call dispatch. It was suggested that maybe UPD could have a designated email address. Ms. Hann said that we need a recommendation from UPD on how they want to receive reports. Right now, all procedures just say "contact UPD".

Mr. Reis said that everyone's internal procedures would not be included in the ASR. Dr. Campbell asked if anyone has written procedures. She then asked Robb if his notes reflect what people said was their process. Mr.3cont1.2 (Tn ghen aseib 5 B C 1 0 C e P 3 m 8 A 0 5 4 & A p a ? f d f a B H

beginning of the cycle so you could find out who has not taken the training and ensure they get