University Safety Council Meeting  
May 5, 2015  
Roan Mountain, Plemons Student Union


MINUTES: The minutes of the April 14, 2015 meeting were approved.

SUICIDE PREVENTION TRAINING – Steve provided feedback that some faculty have concerns that they are taking on a level of responsibility for which they are not trained and that it is irresponsible to think that in 1 hour of training they would receive that level of responsibility as part of their job.

Jane stated that in a 2 hour presentation the expectation is not that we are now trained to be a mental health professional but trained in how to listen and how to get them help. She recommended that Steve take that message back to faculty senate.

Cindy asked if the concern came from those that have already completed the training or those that have not completed training. Steve stated that it is those that have not and the expectation that they go through it and take on an additional responsibility has created this anxiety.

Tandrea stated that Elisabeth has been looking for ways to reach out to faculty. One way would be for her to speak to Faculty Senate – discussion with her would be very helpful and she would receive feedback. Steve will invite her to speak.

ATHLETICS THURSDAY NIGHT TAILGATE PROPOSAL - Doug Gillin and Kindsay Reeder were introduced to talk about expectations and interests in the Thursday night football games we will be hosting due to change to Sunbelt Conference.

Doug stated that there are tremendous opportunities for us in hosting these games on Thursdays but also presents challenges. The opportunities for us are to invite and host folks at our university and in our community. Unfortunately the downside is that this happens while classes are going on. They have reviewed the Thursday class schedules and discovered that there are a significant number of classes and labs on Thursdays. Athletics wants to develop a plan to host as many as possible that are accustomed to coming to football games early with tailgating and entertaining friends while at the same time being in tune to the impact on education.

Doug - one of the ideas being presented is to host “Green Day” when students will not drive to campus but will be encouraged to use the AppolCart. This idea will be presented tomorrow with collaboration from colleagues to be on the same page.
Kindsay stressed that they know this is not complete – they do not want just a band aid but a plan that will help the campus and community in the long term. There have been town and academic meetings and they plan to meet with Carson and other students this afternoon on how we can partner to make this a good day for Appalachian. They will also be meeting with Gunther and Barry tomorrow.

Part of the discussion has included:
1. Student Initiatives: Green Day – thanking our students for using the shuttling service and do things to reward them on that day
2. “The Year of the Fan” – random acts of kindness showing appreciation for faculty and staff support

There will be more details next week, and they would like Barry and Gunther to have time to poke holes in the plan before it is presented to anyone.

Kindsay stated that the time of the games is unknown at this time but they are using 7:30 p.m. as the model. Because of ESPN involvement it could be 7:00, 7:30 or 8:00 (but no earlier).

Amy asked if they will be sharing more information that will affect faculty and staff and expressed that this plan should be sensitive to all parties.

Jane expressed that all schools are facing these challenges and that the Sunbelt should focus on minimizing the impact on academics. She asked “does TV ultimately dictate it?” 2 games will create a big impact on classes.

Doug relayed that Appalachian is very appealing to the national TV audience which is good news but he will be meeting with the Commissioner of the Sunbelt tomorrow and will discuss this impact.

Jane stated that time will tell how this will impacts students. Carson stated that having games on Thursday will indirectly impact classes on Friday as well.

Kindsay explained that they have completed a lot of research with universities that have stadiums on their campus and have talked with them to find out how they do it. It is 50/50 on how they do it. We will not cancel classes, although some universities do cancel classes.

Kindsay and Barry have been looking at lots – both egress and ingress – and the town will be our next meeting discussing how we can partner together to support what goes on in town

Mary asked about the plan for tailgating and the time limits on alcohol. Kindsay stated that this will be specific to certain lots and as day goes on it expands out.
Gunther stated that the current policy on alcohol is 3 ½ hours before kickoff and no alcohol once kickoff begins and this will be recommended for Thursday games.

Cindy stated that it has been clear from the town in terms of tailgating that they want us to push business into every store front. This plays well into being a community partner, pushing it into establishments that have staff.

Kindsay stated that discussion has occurred regarding street festivals and they are working with hair stylists, restaurants, streets in-between Rivers and King Street to provide special things, i.e. Yosef on top of climbing tower.

Jane asked if the messaging is still a work in progress and nothing settled at this point? Kindsay stated that they are cautious because of due diligence and want to make sure everything is addressed before meetings with academics and the Chancellor’s office followed by town meetings.

Greg suggested the involvement of county officials because that is also important.

David asked about the gap between the Thursday games and if there is time to make necessary changes in policy and procedures. Kindsay informed that they are scheduled for Oct. 22 and Nov. 5, and there will be a meeting scheduled the Friday morning after the first Thursday game to discuss any changes.

David stated that both games are prior to the next meeting of the Safety Council and maybe some consideration should be to have another meeting after the first game.

Carson asked if Green Day is “enforced” or just asking for support of Green Day. How will that play out? Kindsay stated that the current plan would be to enforce Green Day. Gunther stated that the challenges with having an enforced Green Day will be the towing challenge – do we want to tow faculty and staff cars?

Doug expressed his hope that the Council can tell that the Athletic Program has been very inclusive in this process, and that this is a great opportunity even though it presents logistical problems. He also wanted to correct any misinformation about cancelling classes – that plan has never been recommended. He applauded Kindsay for what she has done and that they are trying to be collaborative.

Gunther asked if it was anticipated that GA Southern would have early arrivals. Kindsay replied yes, and informed that there will be dedicated space for visitors to campus. She also informed that they will have a lot of fan trips with busses and that additional parking will be provided so they have a place to go and this will not be so difficult on campus.

Tandrea asked that in moving forward when does the schedule come out so that campus departments would know the dates and starting times of these Thursday games? Kindsay stated that non-conference games will be known on March 1 but
these starting times will not be known until 2 weeks prior to each game. She requested that folks call her at any time to find out if she has any information earlier but she will let folks know as soon as she knows anything.

Cindy stressed the importance of finding advance ways to claim a date when problems would be less, i.e. dates for Woolly Worm Festival, Valle Crucis Country Fair are dates we should absolutely not want to schedule for a game. Fall Break or Thanksgiving weekend may be better dates. We don’t need to put things on top of each other in ways we can’t support.

Kindsay stated that after they look at the schedule, they may be able to make requests and try to accommodate those events as best as possible.

Martha also stated that it is important for her Department to know well in advance the dates because they had to cancel two productions because of the Thursday nights this coming year.

Jane stated that the Arts on campus will take a hit as well with these 2 Thursday nights.

Greg thanked Doug and Kindsay for their collaboration and outreach.

IVC UPDATE – JJ informed that the Council had a final meeting on April 24 and the conversation focused on final reports and recommendations. We had another strong year. Training was offered in the fall targeting faculty and staff in supervisory roles and recommended that we look to build continued training for faculty and staff and have a mandated training for all incoming students. This fits in with legislative compliance regulations and we have been asked by the parent company, EverFi, to partner with HAVEN, the product that was given to us free last year when 1500 students completed the survey, to provide the survey to all incoming students. Using this model will fit with language in the IVC task force goals and conversations with Office of Civil Rights relative to training students, faculty and staff.

JJ informed us that there are policy recommendations coming out for sexual misconduct procedures which will include provisions for Boards and Hearing Officers. The group that reviews the Code of Conduct (includes faculty, staff and students) will meet when the Summer Session begins and will work with General Counsel and the Chancellor in this review.

Other Notes from IVC:
• No report on numbers this morning on the Faculty/Staff Climate Survey or the Student Survey. These have been out but no reports yet.
• Just completed interviews for IVP position – hopefully we will have someone named in the next week or so in that role
• Looking at membership of the group, and where gaps have been identified they will try to add some new folks, including an athletic representative.
• The Steering Committee meeting bi-weekly and will continue these during the summer.
• Developing a final report from various subgroups and then the Council will reconstitute August 28.

Gunther stressed that everyone take the survey and that there is a free parking pass for 2015-2016 drawing from those that take the survey.

EMERGENCY MANAGEMENT TASK FORCE: Jason stated that the Emergency Exercise on April 22 was a good one. He informed that a couple of folks on the Council were players, along with the EMT task, and the Chancellor’s Cabinet. They used this exercise to look at capabilities tracking resources and plans of putting these in place. They looked at communications, which is typically the crippling point in an emergency situation, and how to improve these processes.

The EMT is looking at plans, policies, updates, etc., and will be working this summer to update plans.

Greg asked Jason to elaborate on what the exercise entailed for the benefit of the council. Jason explained that it was an ice storm scenario and used the storm that happened on Dec. 25, 2009 which snuck up on the community. It started as rain, following by flooding and ice which created issues relative to power, flooding, and transportation. If classes going on the day something like this happens, we can't get folks off campus, so this exercise took place during exams and looked at how to manage the exam schedule, grades, commencement, etc.

Jane informed that this was the first exercise that incorporated a shift change and how to interact with who relieves who and keep the communication going.

Gunther asked what the proposals for the exercise are for next year.

Jason informed that October will be the next exercise, another Table Top exercise which will incorporate community partners. This exercise will be an active shooter scenario, a high impact event that touches on all critical areas. This will incorporate resources, communication with the Hospital, Police Department, First Responders and victim management and evaluating those processes. The Spring Exercise will be full scale with faculty involvement (classroom component). The Planning Team meets at the end of this month and will reach out to faculty.

Jason has designed a draft of the facilities approach and instructions that was distributed to the Safety Council and it is scheduled for implementation. After discussion that faculty and staff feel responsible and need to know about these instructions, Jason will make sure an announcement goes out to faculty and staff.
Cindy stated that Megan Hayes and Tom Van Gilder are completing exploratory work on the Safety Websites and the goal is to separate Care and Concern from the Emergency website. The plan is for a summer implementation of these new websites.

Steve asked where to find website information for the Safety Council. Gunther indicated that this was removed from the Emergency web page and should not be included on the Emergency site and not on AppCares in the future.

Cindy stated that Safety and Care and Concern will be two separate websites.

UNC-GA POLICE CHIEFS CONFERENCE – Gunther informed that this group met last Thursday and Friday and the key topics discussed at the GA level pertain to the Safety Council:

- Safety Fee Issue – interesting no consensus from GA staff on how that money will be distributed, questions based on student population, student FTE, whether or not to include distance education students?. There were no answers. If it were based on student FTE, and our fall 2014 student FTE, we would have $450,000 based on student fee.
- The fee is $15.00 per semester – programming and budgeting are still being questioned.
- Key point from the President Ross perspective is that the Campus Safety Initiative will empower a GA-wide committee meeting on a regular basis to prioritize these initiatives. The Safety Council will need to look at those initiatives.
- In reporting to the Board of Trustees it will be important if there is a standard format which will impact what we do. There will be expenses in that area, i.e. new job description in Bindu’s area.
- Another unknown regarding our spreadsheet on shared services – this could not be articulated as to what it would look like.
- General Administration is working with a contact (UNC-G employee) to standardize the Clery reporting and data crime collection. All institutions will do this and all reporting will be real time. General Administration will know every day or every week what Clery numbers will look like.
- Moving away from GA focus, the ABC and ALE are rolling out an underage drinking campaign. Now with the cheap ID’s being available they are having a hard time identifying fakes. The new NC Driver’s License will include new safety features, and there will be targeting of middle schools with educational information.
- New Chairman for the ABC Commission is Jim Gardner, former Lt. Governor to head up this committee.
- Discussion from our Legislative folks about HB 562 rolling into all the gun laws in NC and there is a particular piece in the gun bill that we don’t want
approved, which will allow an affirmative defense to any concealed permit on campus. It means that you can remove a gun from your vehicle and shoot without prosecution “Stand Your Ground.”

• NC Grass Roots pushing the legislation – other thing mandating that Health Care Providers can’t ask

• Included at the conference was a Secret Service presentation using a State GEO-Fencing system where social media can be targeting within a 150 mile radius of anyone is making threats.

COMMITTEE REPORTS:

EIT:

• Totals for the academic year -507 students – more than doubled after 3 years
• 272 Spring semester numbers (235 last semester)
• Both semesters 142 interventions -57 this semester; last semester 85
• Martha is hoping to get financial support. Kim Mitchell had asked her to track transfer students, those students with 15 hours or more – 73 of the 272 were transfer students
• For Steve’s information: Along with Susan Davies and Tom Van Gilder she plans to meet with Mike Mayfield to request that during the first 2-3 weeks into a semester that faculty report attendance. This would be made easy for the faculty to do. It is important because EIT needs to connect with students earlier and more than 80 of the students seen had missed classes before Spring Break.
• In the past the male/female ratio has been very close but males are in the lead this semester
• EIT website includes how to refer but they will add a blurb about what you can expect after a referral. Students will be able to go to the website to get information about appointments.
• Numbers have gone up probably because more of an awareness of the system
• Needed for the fall is someone from the English Department and the COB for the team

CARE TEAM:

• Numbers strong- 64 new cases in April – 345 for semester – trends still the same - suicide ideation and overall mental health stress. Because of the residence halls, counselor’s on call, hospitalizations, we have done a better job in tracking
• Students struggling in last week of finals
• At the annual retreat in June we need to lean on data and figure out training needs, policy clarification questions, case reviews and debrief and dissect more
• CARE will meet every other week in summer and during week before classes begin we will get back to weekly rotation

THREAT ASSESSMENT:
No report

EMERGENCY MANAGEMENT COMMITTEE
No further report

Mary stated that the new safety features for facilities should be shared widely and that she would be glad to share with the Dean’s Council. This needs to happen due to the quick turn-around.

Gunther stated that it would be good to make sure everyone know that these will be up in classrooms.

Jason will reach out to other groups and will be happy to come to speak to other groups.

SAFETY AND HEALTH COMMITTEE
Charlie reported that at the staff appreciation event, they gave bags of goodies for attendees, and drawings for items such as a smoke detector with the hope of helping to make their unit safer. Ronnie put this forward to engage folks and reach folks that don’t normally get touched.

Thanks to Mary Cavanaugh we have a better handle on chemicals and those are accounted for on campus. It was eye opening when folks were talked to in Food Services about chemicals and the threat of mixing specific chemicals

FACULTY AND STAFF MEDIATION: No report – will try to have a meeting in the summer

Martha began discussion of the end of year report with stating that in the Faculty and Staff Services report we include things we want the administration to pay attention to, particularly the new areas of concern and address how it flows back to our goals (contact Bindu and Amy for this information)

Discussion followed that there may be 3-4 new areas that may or may not be attached to a specific goal. (Mary’s is); send Bindu last year’s report

OTHER:
• Timeline for this year: Committees send their report in June and the final Safety Report will be submitted in July.
• In a search of our websites there is no reference to the Safety Council Report; only one is referenced from 2011-2012
• Carson is on a summer committee from CSIL reviewing policy for Student Clubs and Organizations – tweaking on alcohol beverage policies, room reservations. All discussion and changes and reporting will be brought to Chancellor’s Cabinet
• Emily thanked the Council for having her as a part of the Council and reported that Kendrick Dawson will be the new representative

The meeting adjourned. The next meeting of the Council is June 2, 8:30 a.m., 122 Roan Mountain Room, PSU.
May 13, 2015

MEMORANDUM

To: Chancellors

From: Thomas W. Ross

Subject: Implementation of Campus Security Initiative Report and Fee

As you know, the Board of Governors approved the establishment of a $30 campus security fee at the Board’s February 2015 meeting. The Board’s approval includes an expectation to use a portion of the fee to increase salaries for commissioned law enforcement officers and emergency telecommunicators at each campus, with the goal of eventually bringing those salaries to established market rates. The Board’s approval is also based on an understanding that the remainder of the security fee should be prioritized to defray the costs of implementing the high priority recommendations in the Campus Security Initiative Report (Report). This memorandum provides initial guidance on implementing the recommendations from the report and the fee.

Implementation of the Campus Security Initiative Report Recommendations

I am requiring the chancellors of the constituent institutions and my staff at General Administration to proceed with implementing the recommendations from the UNC Campus Security Initiative. The recommendations are described in detail in the Report. The attached chart of recommendations (Attachment 1) with this memorandum divides the recommendations into three groups: implementation group 1 (Blue); implementation group 2 (Green); and implementation group 3 (Yellow). The recommendations in implementation group 1 should be addressed as the first priority. Some of the recommendations should primarily be implemented by each individual campus, while others will be coordinated through UNC General Administration on a system-wide basis, as is noted on Attachment 1. Each campus should implement recommendations 5, 6, 7, 8, 11, 15, 21, and 22 by October 1, 2015, or make substantial progress toward implementation on each of those recommendations. The order and approach to the implementation of these recommendations will vary from campus to campus.
Phase One

Positions

By October 1, 2015, each campus should have the following positions appropriately staffed. Job descriptions with minimum qualifications and skills requirements will be shared with campuses via separate communication.

Campus-Based Positions
1) Title IX Coordinator – Consistent with Recommendation 8 in the Report, ensure that you employ and have designated a Title IX coordinator who has the qualifications and capabilities to perform all essential duties and responsibilities of the Title IX coordinator position, consistent with the minimum qualifications and skills requirements established for Title IX coordinators in the UNC system.

2) Clery Compliance Officer – Consistent with Recommendation 22 in the Report, establish and fund a Clery compliance officer position at your campus. The position’s minimum qualifications must meet the minimum qualifications and skills requirements established for Clery compliance officers in the UNC system.

3) Substance Abuse Counselor – Consistent with Recommendation 15 in the Report, ensure that your campus has access to at least one trained, licensed and appropriately qualified substance abuse counselor, or other counselor who can address issues associated with interpersonal violence. Counselors should meet the minimum qualifications and skills requirements established for counselors in the UNC system. If your campus needs assistance partnering with a neighboring campus to accomplish this, UNC General Administration will facilitate this partnering.

Shared Services Positions
1) Hearing Officer – Consistent with Recommendation 11 in the Report, ensure that individuals who serve on hearing panels or as hearing officers to adjudicate cases involving allegations of serious offenses, including Title IX-related offenses, have adequate levels of training, knowledge, and experience deciding and adjudicating such that they are qualified to serve in these roles. The campus security fee will support hearing officers in a shared services arrangement that your campus may access as one possible way to meet this requirement.

2) Investigator – Consistent with Recommendation 6 in the Report, ensure that reports or complaints involving serious offenses, including sexual misconduct, are investigated only by an investigator that meets the minimum qualifications and skills requirements established for investigators in the UNC system. Those campuses with amounts listed in the “Shared Services Investigators” column of the chart in Attachment 3 will participate in shared services arrangements. UNC General Administration will work in consultation with those campuses to develop a shared services arrangements for three investigators and will share more information about those arrangements as details become available.
Nominate Individuals for Campus Security Committee

I will ask chancellors to make campus staff available as needed beginning in Summer 2015 to participate in the implementation of the Campus Security Initiative recommendations. As a first step, we will work with chancellors to identify appropriate individuals to serve on the University of North Carolina system-wide Campus Security Committee, which is addressed more fully in Recommendation 3 of the Report and the Campus Security Committee Charter (Attachment 2). The Committee will be representative of the system’s 17 constituent institutions and include individuals who have familiarity with various aspects of campus safety and security. The UNC Campus Security Committee members will initially be responsible for collaboration, information sharing, and project work associated with implementing the Campus Security Initiative recommendations system-wide. Beyond its work related to implementation of the Campus Security Initiative’s recommendations, the Committee will provide ongoing oversight and advice to the president and other University leadership on good policy practices and possible system-wide improvements related to campus safety and security.

Public Safety Officers’ and Telecommunicators’ Salaries

By October 1, 2015, campuses should increase salaries for commissioned law enforcement officers and emergency telecommunicators consistent with the information provided below about implementation of the campus security fee.

Phases Two and Three
Additional guidance on implementation of the future phases will follow at a later date.

Implementation of the Campus Security Fee

Below is specific guidance regarding the implementation of the student campus security fee. Please remember that the fee is designed to help campuses offset the cost of implementing the recommendations of the report, but will not cover the full cost of the implementation.

Student Charges
The Board of Governors authorized a system-wide annual fee of $30 per student to secure recurring funding to implement certain priority recommendations of the report. (See Attachment 3 for additional information.) This fee is to be charged to all students, in all terms and methods, and shall be pro-rated for part-time students. For summer term, the fee should be pro-rated on a per credit hour basis.

System-wide Support
Of the $30 fee, $4 (13.3%) is to be allocated to General Administration for system-wide coordination, trainings, and other shared service functions.
Public Safety Officers’ and Telecommunicators’ Salaries

At a minimum, the amount of funding shown in the “Compensation” column of Attachment 3 shall be used to materially advance the market competitiveness of commissioned law enforcement officer and emergency telecommunicators’ salaries. The following guidelines shall apply in implementing these salary improvements:

- The first priority shall be to bring all of the covered employees closer to or at the relevant SHRA (SPA) market rate based on available resources. An exception shall be made for employees who have an active disciplinary or performance issue, in which case, an increase shall only be provided if and when such matter is satisfactorily resolved in the judgement of the employee’s supervisory chain and the Campus Chief Human Resources Officer. The salary improvements outlined in this memorandum shall not be considered an individual employee entitlement.

- The applicable market rate shall either be the Office of State Human Resources (OSHR) “standard” rate or the “metropolitan” rate, depending on the particular labor market needs of the campus and whether or not OSHR approval has been obtained for use of the “metropolitan” rate.

- The Campus Police Chief/Public Safety Director and Chief Human Resources Officer shall closely consult and evaluate their specific recruitment and retention experience for the covered job classifications to jointly determine if the OSHR “metropolitan” rate is applicable and appropriate for their campus. Campuses are encouraged to seek permission to use the “metropolitan” rate from OSHR when individual recruitment and retention issues indicate that it is appropriate, but there is not any firm mandate to do so as a result of this initiative.

- No single employee may have in excess of a 10% cumulative salary increase funded by security fee revenue.

- In the event a campus shall have brought all of the covered employees to the relevant market rates, and there is funding from the “Compensation” column unexpended, the Chancellor may seek approval from the President to utilize any surplus funding to create a salary reserve for future market adjustments for the covered positions, or for some other immediate use that directly enhances the recruitment or retention of commissioned law enforcement officers and/or emergency telecommunicators.

Eligible Uses of Remaining Revenue

Campus fee revenue remaining after funding system-wide support and public safety officer and telecommunicators’ salary increases shall be spent on campus security measures. The first priority for expenditure of these funds shall be to meet the first priority requirements of the Report (described above). If a campus already has the first priority recommendations in place, funding may support other report recommendations.
Monitoring
We expect to report on the implementation of the fee and fee revenue expenditures to the Board of Governors in the 2015-16 fiscal year. Please ensure that your systems and accounting allow for tracking these expenditures by use.

Questions

We know many of you will have questions about implementation of the Report’s recommendations and the student campus security fee. We will be speaking with vice chancellors for student affairs, human resources officers, and others as needed in the weeks to come.

Attachments

cc: Chief Financial Officers
    Chief Academic Officers
    Chiefs of Staff
    Vice Chancellors for Student Affairs
    Chief Legal Officers
    Chief Human Resource Officers
<table>
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<tr>
<th>Recommendations – Priority Groups for Implementation</th>
<th>Notable Companion Recommendations</th>
<th>Primary Implementation Coordinator: Campus or System Level?</th>
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<tbody>
<tr>
<td><strong>Recommendation 1:</strong> Adopt a University system policy requiring a periodic (no less than annual) report and presentation to the boards of trustees and the Board of Governors with relevant data and information concerning campus security, student safety, sexual assault, alcohol and drug use, risk management and associated institutional policies. <em>(See Findings 3 and 4.)</em></td>
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<td><strong>Recommendation 2:</strong> The University should adopt a system policy on sexual harassment and sexual violence. <em>(See Findings 2 and 5.)</em></td>
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<td><strong>Recommendation 3:</strong> Establish a UNC system-wide Campus Security Committee composed of campus police, attorneys, Clery compliance and Title IX staff, student affairs leadership, faculty, students, employees with substance abuse expertise, community service providers and public agency specialists, and others as may be appropriate. <em>(See Findings 1, 6, 7, 14, 17, 19, 21, 22, 24, 25, and 26.)</em></td>
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<td><strong>Recommendation 4:</strong> Develop a data collection protocol and process for campuses to collect campus security information from each constituent institution in a way that is most useful to law enforcement, campus student affairs, campus administrators, boards of trustees, the Board of Governors and the president. <em>(See Finding 3.)</em></td>
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<td><strong>Recommendation 5:</strong> Students should not serve on hearing panels in cases involving sexual violence. <em>(See Findings 17, 18, and 19.)</em></td>
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<td><strong>Recommendation 6:</strong> Reports or complaints involving serious offenses, including sexual misconduct, should be investigated by individuals with appropriate professional training and investigative experience. <em>(See Findings 14, 17, 18, and 19.)</em></td>
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<td><strong>Recommendation 7:</strong> Students should be provided clear notice of the right to representation by attorney or non-attorney advocates during conduct or disciplinary proceedings. <em>(See Findings 5 and 11.)</em></td>
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<td><strong>Recommendation 8:</strong> Campuses should establish clear and consistent responsibilities, skills, and minimum qualifications of Title IX coordinators. <em>(See Findings 2, 6, 14, 17, 18, 19, 20, and 24.)</em></td>
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<td><strong>Recommendation 9:</strong> Campuses should collaborate in the development of University system regulations or guidance for adoption by the president that address the training that must be provided to all students and employees, Campus Security Authorities, responsible employees, Title IX coordinators, Clery compliance officers, and investigators and adjudicators of serious offenses in accordance with Title IX, the Clery Act, the Campus SaVE Act, and due process requirements. <em>(See Findings 8, 10, 14, 17, 18, 19, 20, 22, 24, 25, and 26.)</em></td>
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<td><strong>Recommendation 10:</strong> The University should evaluate and, if feasible, issue a system-</td>
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### Recommendations – Priority Groups for Implementation

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<th>Recommendation</th>
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<td>wide request for proposals for basic on-line training content, which campuses could then access at their option through a master agreement. <em>(See Findings 25 and 26.)</em></td>
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<td><strong>Recommendation 11:</strong> Individuals who serve on hearing panels or as hearing officers to adjudicate cases involving allegations of serious offenses, including Title IX-related offenses, must have appropriate levels of experience and training to serve in these roles. <em>(See Findings 6, 11, 17, 18, and 19.)</em></td>
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<td><strong>Recommendation 12:</strong> With appropriate staff capacity, UNC General Administration should coordinate and convene system-wide annual training and collaboration opportunities for staff working in campus security and safety to address campus security/emergency operations issues, Clery, Title IX, Campus SaVE, due process, alcohol/substance abuse and other federal and state requirements. <em>(See Findings 6, 7, 12, 14, 20, 22, and 23.)</em></td>
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<td><strong>Recommendation 13:</strong> Each campus police department, with coordination by UNC General Administration, should provide basic campus law enforcement officer training to newly-hired officers and advanced sexual assault and interpersonal violence investigation training for police investigators. <em>(See Findings 9, 16, 24, and 25.)</em></td>
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<td><strong>Recommendation 14:</strong> Each campus should form a committee composed of personnel from multiple departments to meet regularly to develop and implement strategies to address alcohol and other substance abuse by students through a public health model approach. <em>(See Findings 1, 2, 4, and 6.)</em></td>
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<td><strong>Recommendation 15:</strong> Each campus should have access to at least one dedicated trained and licensed substance abuse counselor. <em>(See Findings 5, 12, 13, and 21.)</em></td>
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<td><strong>Recommendation 16:</strong> Each campus should implement a Good Samaritan policy to encourage students to report serious incidents to campus officials. <em>(See Findings 8, 16, and 21.)</em></td>
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<td><strong>Recommendation 17:</strong> Each campus should clearly communicate to students and employees the on- and off-campus resources available for individuals struggling with substance abuse, including alcohol abuse. <em>(See Findings 4, 11, 12, 13, and 21.)</em></td>
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<td><strong>Recommendation 18:</strong> University leadership, including governing boards, senior administrators and faculty, should commit to eliminating institutionally-sponsored messages that promote or encourage a culture of alcohol misuse. <em>(See Findings 12, 13, and 21.)</em></td>
<td></td>
<td>System and Campus</td>
</tr>
<tr>
<td><strong>Recommendation 19:</strong> Each campus should create a safety-centered mobile phone application for students. <em>(See Findings 15 and 16.)</em></td>
<td></td>
<td>Campus</td>
</tr>
<tr>
<td>Recommendations – Priority Groups for Implementation</td>
<td>Notable Companion Recommendations</td>
<td>Primary Implementation Coordinator: Campus or System Level?</td>
</tr>
<tr>
<td>-----------------------------------------------------</td>
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<tr>
<td><strong>Recommendation 20:</strong> Each campus should implement a multi-faceted primary prevention and awareness campaign for students and employees that focuses on empowering campus community members to take responsibility for their own safety and the safety of others. <em>(See Findings 8, 14, 17, 19, 22, and 23.)</em></td>
<td></td>
<td>Campus</td>
</tr>
<tr>
<td><strong>Recommendation 21:</strong> The University should seek the resources and flexibility necessary to increase salaries for public safety officers and telecommunicators to established law enforcement market rates. <em>(See Findings 1, 6, 9, and 24.)</em></td>
<td></td>
<td>Campus</td>
</tr>
<tr>
<td><strong>Recommendation 22:</strong> Establish and fund a Clery compliance officer position at each campus to coordinate Clery Act compliance activities and oversee Campus Security Authorities. <em>(See Findings 6, 10, and 14.)</em></td>
<td></td>
<td>Campus</td>
</tr>
<tr>
<td><strong>Recommendation 23:</strong> Each campus should establish a Clery Act oversight committee. <em>(See Findings 10 and 14.)</em></td>
<td></td>
<td>Campus</td>
</tr>
<tr>
<td><strong>Recommendation 24:</strong> Each campus should establish a Title IX response team. <em>(See Findings 14, 15, 17, 18, 19, and 22.)</em></td>
<td></td>
<td>Campus</td>
</tr>
<tr>
<td><strong>Recommendation 25:</strong> The University should enhance its staff capacity to support campuses by offering compliance assistance, training, and coordination in campus security and safety matters, including Clery, Title IX, Campus SaVE, due process, campus law enforcement, and related areas. <em>(See Findings 1, 2, 6, 8, 10, 14, 17, 19, 20, 21, 22, and 26.)</em></td>
<td></td>
<td>System</td>
</tr>
<tr>
<td><strong>Recommendation 26:</strong> With coordination through General Administration, campuses should work together to develop guidelines and other training materials, a compliance checklist of regulatory requirements associated with campus security and safety, content checklists, manuals, sample template communications, compliance updates, and additional information to support the general efforts of campuses in security and safety. <em>(See Findings 6, 7, 8, 20, 23, 24, and 25.)</em></td>
<td></td>
<td>System</td>
</tr>
<tr>
<td><strong>Recommendation 27:</strong> The University should assemble and utilize UNC system Clery Act compliance peer review teams and/or external audits in order to evaluate Clery Act compliance on a regular basis. <em>(See Findings 6, 7, 10, 14, and 25.)</em></td>
<td></td>
<td>System</td>
</tr>
<tr>
<td><strong>Recommendation 28:</strong> The University should seek resources necessary to create and fund victim assistant positions within each campus law enforcement agency. <em>(See Findings 6, 7, and 9.)</em></td>
<td></td>
<td>System and Campus</td>
</tr>
<tr>
<td><strong>Recommendation 29:</strong> The University should develop a campus climate survey instrument for campuses’ use to gather information regarding student attitudes, knowledge and experiences while attending the campus. <em>(See Findings 3, 8, 12, 13, 17, and 20.)</em></td>
<td></td>
<td>System and Campus</td>
</tr>
</tbody>
</table>
### Recommendations – Priority Groups for Implementation

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Notable Companion Recommendations</th>
<th>Primary Implementation Coordinator: Campus or System Level?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Recommendation 30:</strong> Each campus should acquire Clery Act compliance and reporting software. <em>(See Findings 3, 6, 7, 10, and 14.)</em></td>
<td>4</td>
<td>Campus</td>
</tr>
<tr>
<td><strong>Recommendation 31:</strong> Each campus must have established protocols for responding to serious offenses against persons, including sexual misconduct, and Clery-reportable crimes. <em>(See Findings 5, 6, 7, 14, 17, and 19.)</em></td>
<td>23, 24</td>
<td>Campus</td>
</tr>
<tr>
<td><strong>Recommendation 32:</strong> Campuses should identify and clearly communicate reporting options, confidential resources, and additional on- and off-campus resources to reporting and responding parties and the greater campus community, ideally in the form of a website. Campuses should clearly communicate confidentiality and privacy considerations related to use of these resources. <em>(See Findings 2, 6, 8, 11, 15, 16, and 23.)</em></td>
<td></td>
<td>Campus</td>
</tr>
<tr>
<td><strong>Recommendation 33:</strong> Campus personnel should schedule and participate in regular meetings with their local law enforcement agencies to appropriately share and provide information about particular reports consistent with FERPA. <em>(See Findings 6, 7, and 15.)</em></td>
<td></td>
<td>Campus</td>
</tr>
<tr>
<td><strong>Recommendation 34:</strong> The University should develop a basic manual for conducting and documenting investigations of serious matters, including sexual misconduct. <em>(See Findings 2, 5, 6, 7, 16, 19, 20, and 26.)</em></td>
<td></td>
<td>System</td>
</tr>
<tr>
<td><strong>Recommendation 35:</strong> The University should develop standards and guidelines to coordinate and further enhance training and information-sharing among the public safety departments of the constituent institutions. <em>(See Findings 6, 7, 8, 9, 15, 20, 23, and 24.)</em></td>
<td></td>
<td>System</td>
</tr>
<tr>
<td><strong>Recommendation 36:</strong> The University should complete implementation of high priority recommendations of the 2007 Campus Safety Task Force.</td>
<td></td>
<td>System and Campus</td>
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</tbody>
</table>

#### Key

<table>
<thead>
<tr>
<th>Color</th>
<th>Group</th>
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<tbody>
<tr>
<td>Blue</td>
<td>Implementation Group 1</td>
</tr>
<tr>
<td>Green</td>
<td>Implementation Group 2</td>
</tr>
<tr>
<td>Yellow</td>
<td>Implementation Group 3</td>
</tr>
</tbody>
</table>
THE UNIVERSITY OF NORTH CAROLINA
CAMPUS SECURITY COMMITTEE CHARTER

I. Background and Purpose

University President Thomas W. Ross formed the UNC Campus Security Initiative in August 2013 to study system-level coordination of security and student safety efforts at the University of North Carolina’s 17 campuses. President Ross asked for a review of current security practices, an assessment of pending needs, and recommendations for coordinated action. As part of the final report it submitted to President Ross and presented to the Board of Governors in July 2014, the UNC Campus Security Initiative recommended the creation of a system-wide Campus Security Committee (Committee) as part of an ongoing effort to address and monitor safety- and security-related issues on UNC’s campuses.

The purpose of the Committee is to provide ongoing system-wide oversight and advice to the president and other University leadership on good policy practices and possible system-wide improvements related to campus safety and security. The Committee will be composed of individuals from across the University system and its 17 constituent institutions and will include members who have expertise in and familiarity with various aspects of campus safety and security.

II. Membership

The Committee shall consist of no fewer than 18 and no more than 24 members to include a cross-section of University faculty, staff, and students with demonstrated expertise in campus safety, law enforcement, student affairs, substance abuse counseling, and related matters. In particular, the Committee’s membership will have the following composition:

- Two vice chancellors for student affairs
- Two police chiefs
- One to two attorneys, preferably with student affairs experience
- One to two student conduct administrators
- One to two Title IX coordinators
- One Clery Act compliance officer
- One to two investigators
- One emergency management professional
- One to two counselors or behavioral health professionals, preferably with experience in substance abuse expertise
- One Greek life administrator
- One athletics administrator
- One to two faculty members
- One student
- One vice chancellor for finance and administration
- One external affairs or communications professional, preferably with student affairs expertise
- One to two other individuals nominated by the President
The President will appoint Committee members on the advice and recommendations of the chancellors and the senior officers of the University who report to the President.

Commencing July 1, 2015, the initial membership and terms for the members of the Committee shall be as follows:

A. Six to eight persons appointed to terms ending June 30, 2016, consisting of individuals from multiple constituent institutions.
B. Six to eight persons appointed to terms ending June 30, 2017, consisting of individuals from multiple constituent institutions.
C. Six to eight persons appointed to terms ending June 30, 2018, consisting of individuals from multiple constituent institutions.

Six to eight members shall be appointed to three-year terms each year after the initial set of member and term appointments in 2015, with the exception of student members, who shall serve one-year terms. Members may serve no more than two consecutive full three-year terms. Terms will begin July 1 and end on June 30.

III. Responsibilities and Authority

The Committee is a collaborative body constituted to provide advice and assistance to University leadership in the area of campus safety and security. The Committee will also develop an annual work plan, in consultation with the President, to accomplish the following tasks:

A. Conduct an annual review of:
   1. All reports submitted to the boards of trustees and the Board of Governors concerning alcohol and drug use, sexual misconduct, and offenses against persons;
   2. UNC system policies concerning student conduct and discipline, including the system-wide sexual harassment and sexual violence policy, and policies concerning the reporting of crime information and operation of campus public safety departments; and
   3. Other reports, information, and security-related items as may be identified by the President.
B. Recommend additions and changes to policies and practices on an annual basis, based on goals set in the Committee’s annual work plan.
C. Recommend and plan training and resources and advise UNC leadership concerning budget and resource needs for campus security and safety.
D. Offer or assist in providing an annual campus security training conference or workshop.
E. Consult with representative constituent groups as appropriate in the exercise of its responsibilities.
F. Recommend other policies, regulations, guidelines, training opportunities, and resources as needed or requested by the President.
The Committee is advisory in nature and does not exercise decision-making authority on behalf of the University. Rather, the Committee offers input to the President, chancellors, and/or other senior officers of the University, as may be appropriate given its focus.

IV. Operations and Meetings

A. Meetings: The Committee will meet two times a year, and more frequently if necessary.
B. Vacancies: Members who are absent without reasonable cause from two successive meetings will be considered to have resigned their seat. The President may appoint individuals to fill any vacancies.
C. Organizational Structure: Each year, the President will designate the Committee chair.
D. Staff: Staff for the Committee will include the senior vice president for academic affairs or his/her designee, the associate vice president for campus safety and emergency operations or his/her designee, and the senior vice president for legal affairs or his/her designee.

V. Effective Date and Amendment

This charter is effective June 1, 2015, and may be amended by the President.
## $30 Campus Security Fee Effective for School Year 2015-16

<table>
<thead>
<tr>
<th>Institution</th>
<th>Revenues ($26 on Campus)</th>
<th>Compensation (10% cap from this source)</th>
<th>Title IX / Clery (6.7 FTE)</th>
<th>Counselors (7.7 FTE)</th>
<th>On-campus Investigators (3 FTE)</th>
<th>Shared Services Investigators (3 FTE)</th>
<th>Subtotal</th>
<th>Funds Remaining</th>
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<tbody>
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<td><em>6,000-12,000 FTE Students</em></td>
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<td>NCA&amp;T</td>
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<td>Subtotal UNC Institutions</td>
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<td>$4 for System Wide Support to UNC</td>
<td>721,512</td>
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<td>(227,933)</td>
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<tr>
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**UNC GA funding includes:**

1. Centralized Support Services 250,000
2. Training and Audit 243,579
3. Targeted Campus Support 227,933
Total 721,512