University Committee on Student Affairs (UCSA)
Friday, February 21\textsuperscript{st}, 2014
150 Student Services Building
8:30-10:00am

Voting Members: Ronald Fisher, Jim Smith, Nora Rifon, Tracey Covassin, Teresa Bitner, Jessica Leacher, Domonique Clemons, Kathryn Maass, Christie Teske, Parrisa R. Brown, Miles Armaly

Non-voting Members: Denise B. Maybank, Allyn Shaw, Robert Caldwell, Rick Shafer

Agenda

I. Approval of Agenda
    a. Motioned by Teske
    b. Seconded by Maass

II. Approval of Minutes
    a. Motion by Clemons
    b. Seconded by Teske

III. Presentations
    a. Sheila Murphy, Witt-Keiffer Search Firm (on the phone)
       III.a.1. Search firm for the other two assistant vice presidents for the division of student affairs re-structure. Looking at hiring an Assistant Vice President for Health Safety and Wellness, an Assistant Vice President for Identity Infinity (?), a Chief of Staff position, and a communications person. Town Hall Wednesday, March 12\textsuperscript{th} Erikson Kiva. Recruiting begin mid March and interviews in April. Students will be on the search committee. Considered doing the search in house instead of hiring a search firm.
       III.a.1.1. Reason we aren’t doing an in state firm?
           III.a.1.1.1. This firm came back with the best services and understanding of the positions.
           III.a.1.2. Sheila is coming to campus next week.
III.a.1.3. Putting together leadership statements for these student affairs positions, what do you see as the major opportunities the AVP Identify Infinity has and what does this position need to be aware of before coming?

III.a.1.3.1. The biggest challenge is these groups don’t identify together. The challenge will be getting the students to recognize that this is the person to go to. There’s a different spread of people taking on this role and it’s going to be a change for people to go to one person.

III.a.1.3.2. Student groups will still have their designated director. This is the person that will coordinate all of their efforts.

III.a.1.3.3. Reality is that these groups currently report to the same meeting. Opportunity for connections and collaborations around identity. More access and consistent access so they aren’t competing for time with the same VP everyone else is.

III.a.1.3.4. Resource to help individual groups to help groups accomplish their goals.

III.a.1.3.5. Any worries that this could be misunderstood or misinterpreted? Could there be resistance?

III.a.1.3.5.1. Are you aware of any model like this?

III.a.1.3.5.1.1. USC has a great model. Titling in the direction that academia is beginning.

III.a.1.3.6. There is always sometimes a tension to find someone who comes from an institution and someone who comes from a different atmosphere institution.

III.a.1.3.6.1. It’s a question of adjusting to the scale of MSU. Many of the smaller liberal arts colleges have a good start on this. The work is progressive. Looking for people who have the background and commitment. The question for me is large open to people of very different backgrounds
and can embrace the field and lead in an environment like this.

III.a.1.3.7. Of terms of identifying candidates, what is your process of separating the weak from the strong?

III.a.1.3.7.1. We have access to a sophisticated database with student affairs people. At the recruiting level we will ask for others connections and ask how MSU is approaching this issue. When you bring us in, you want access to people who won't answer the ad. Qualified people will still come to us because of the ad. Intensive referencing and once we are down to the final few we ask to go off of their reference list. Avoid the possibility of someone who on paper looks good but actually isn’t a good performer.


III.b.1. Acknowledging that we have had a couple tragedies on campus recently, however, crime on campus is relatively low. Our campus though is not in a bubble, important to be cautious. www.police.msu.edu has all of the MSU police statistics. Do on presentations, train residential staff, and hold workshops regarding safety. Property crime and robbery is the biggest thing seen in EL and on campus.

III.b.1.1. For our population, is that number regarding robbery high?

III.b.1.1.1. No, but yes for bike robbery.

III.b.1.2. What can MSU police do to partner and open communication when there are times of threat? There are places on our website, see something say something, and the assault.

III.b.1.3. Are the trends constant or is there a significant change?

III.b.1.3.1. Sexual assault is the least constant, but also the most unreported. It could be that we are creating a better and more open environment regarding this issue.

III.b.1.4. We will in a culture where we have to do something now, but
III.b.1.5. Creating a crime analysis position within MSU Police.

III.b.1.6. What is your budgeting for things that don't happen all the time?

   III.b.1.6.1. There are a couple people trained to deal with active shooter training. Offer a class on active shooter training for faculty and staff to attend. The resources are available on the website.

III.b.1.7. Clery Act has all of the statistics as well and this is on the MSU Police website. Crime log on the website as well.

III.b.1.8. Discuss mutual aid?

   III.b.1.8.1. We do work together, but not sure if this is on the website.

III.b.1.9. Boundaries between EL, bath, campus etc. do we have active outside of campus?

   III.b.1.9.1. We do have off campus places and we regularly do assist in detective work and traffic.

III.b.1.10. Friday/Saturday night one might see EL in the areas but assuming they don't portal East Abbott, could the MSU police go there?

   III.b.1.10.1. Would have to be a mutual aid request.

III.b.1.11. Have we considered extending MSU Police regularly activity outside of campus?

   III.b.1.11.1. It hasn't because of University ordinance we have to be on land governed by the Board of Trustees. The policy would have to be changed by the BOT.

III.b.1.12. 15,000 students on campus, which means there are twice as many off campus. Ypslanti campus has mutual agreement between police departments. Should we suggest a change so MSU Police can regularly portal off campus? If we want to have ELPD have strong relationships?
III.b.1.13. Last Cedar fest in 2009 was that just an East Lansing thing? When it comes to March Madness time EL takes the lead but there is collaboration with the other PDs.

III.b.1.14. If the University says the problem off campus parents and students aren’t happy with the answer. We should ensure that student safety extends off campus.

III.b.1.15. How many times does people press the green light buttons?
   III.b.1.15.1. Not sure of the actual number. We are updating the green lights.

III.b.1.16. Have you looked at expanding them?
   III.b.1.16.1. Always looking at where are these are needed.

III.b.1.17. Looked at classroom safety plan but there isn’t a guide to staying in the classroom and having to take shelter. Can we add something in there regarding having to take shelter?
   III.b.1.17.1. Will pass that on. Hide, run, fight?

III.b.1.18. We have many more bikes than we need? Nowhere to put bikes.
   III.b.1.18.1. Feels like we are at the max of our need. The police regularly portal bike racks.

III.b.1.19. Can we have a non-expiring bike permit?
   III.b.1.19.1. Will pass that on and speak to the parking department. Would make sense. IPF usually adds racks when doing construction.

III.b.1.20. Parking ramp on Grand River has a locked room for bikes and it is under used.

III.b.1.21. Officer on bikes what do they do?
   III.b.1.21.1. Respond to calls. Do a lot of traffic stops, even with cares.

III.b.1.22. How substantial are cases of driving under the influence?
III.b.1.22.1. Better substantial. Around 200 per year. Won an award this year and part of was about DUIs and the number has gone down.

III.b.1.22.2. Do we have weapons on campus data?
   III.b.1.22.2.1. Don’t have the numbers right now. Handful of arrests about a dozen to 15. Ordinance that you cannot have weapons on campus.

III.b.1.22.3. Rare to have weapons to go to hearing boards. Weapon storage at DPS.

III.b.1.22.4. Pepper spray is allowed on campus.

III.b.1.22.5. Concealed weapons cannot be carried on campus.

III.b.1.22.6. Outreach from the student body to the other police departments?
   III.b.1.22.6.1. Meet with them at least one a semester and at celebrations meetings. University Student commission meets with them twice a month.

IV. Reports
   a. Steering Committee
      IV.a.1. Faculty parking was brought up, especially in front of the international building, lead into a conversation regarding CATA. ASMSU is working on getting a CATA application. Acting Provost Youatt said she would bring the concerns forward. Housing changes with the interactive learning centers. Social media re-met and steering asked that the committee considered new things. No policy changes coming from this, instead finding the best way to explain the existing policies and recommending way the University can get the word out about them.

   b. Faculty Council
      IV.b.1. President is frustrated with the safety issues and destructive behavior and what can the University do? Expressed questions.

   c. COGS
      IV.c.1. Approved the AFR changes.
d. ASMSU
   IV.d.1. Moving forward with a Mental Health week. Restructuring the
   Programming and Funding Boards to create one student allocations
   board. AFR (SRR) passed through ASMSU’s General Assembly.

e. Vice President for Student Affairs and Services
   IV.e.1. Interviewing for behavior and (?) specialist. Hopefully next meeting
   will have a name.

V. Action Items

VI. Discussion Items
   a. General Student Regulations
      VI.a.1. Have not been updated since 1989. Asked for the subcommittee to re-
      meet. The work is not as cumbersome. Decrease the frequency of the
      meetings. Important to get feedback on interpretation. Process UCSA,
      University Council, and then the President. Have an initial meeting and
      then see what is needed from there. Try to get it to the President with
      the AFR revision.
      VI.a.2. Committee Members: Clemons, Smith, Shafer, Leacher, Caldwell,
      Armaly
      VI.a.3. Meeting after Spring Break

VII. Roundtable
   a. What is the structure of the Division of Student Affairs? Trying to understand
      the rational?
      VII.a.1. There used to be two associate vice presidents. By adding two new
      ones it brings back the old structure. We are reconfiguring. They are
      new positions that have been in past.
   b. Can we get a brief document explaining the reconfiguring and what the new
      vice presidents?
      VII.b.1. Yes we will do that and get that out.
   c. Get this information out to the State News that these positions existed before.
   d. Department of student life restructuring?
      VII.d.1. Fall under Cathy Neumans old position.
e. Fixing APF problems, putting them online.

VIII. Adjournment
   
a. Motioned by Maass
b. Seconded by Clemons
c. Approved

Respectively submitted by Teresa Bitner