

Task Force on Sexual Misconduct and Campus Climate
June 28, 2018 -- Mid Campus Residence Hall Conference Room – 10:00 a.m.
Meeting Minutes

Present: Richard Spada (via WebEx), Jean Alicandro, Natalie Ford, William Fothergill, Yvonne Kirby, Ululy Martinez (via WebEx), Victoria Minervino, Bill Panetta, Fiona Pearson, Cecilia Perez-Colon, Sinead Ruane (via WebEx), Jeremy Visone, Susan Matterazzo

Absent: Shelly Jones, Kristina Rodrigues

Welcome, Agenda Review and Check-ins

R. Spada welcomed everyone and called the meeting to order at 10:15 a.m. The agenda was briefly reviewed, and Task Force members both around the table and participating via WebEx were given the opportunity to “check-in.” *Action Items: Specific dates need to be set for the face to face meetings, and a face to face meeting with Dr. Toro needs to be scheduled as well.*

Minutes Review from Last Meeting

R. Spada briefly reviewed the minutes from the last Task Force meeting. No changes were noted.

Legal Update

R. Spada briefly reviewed University Counsel Carolyn Magnan’s responses to the questions posed by Task Force Members at the last meeting. In summary, in the event of litigation, external Task Force Members are defended and indemnified by the State of Connecticut. The only items subject to FOI on personal computers would be correspondence and other documents specifically relating to the Task Force’s work. It was also confirmed that the Task Force Meetings are open to the public, therefore all meeting agendas and minutes must be posted following specific guidelines. *Action Items: S. Matterazzo will add Janice Palmer to the distribution list for future agenda materials so that the information can be posted to the Task Force’s website. S. Matterazzo will also get clarification concerning how long Task Force members are required to retain information on their computers before it can be discarded.*

FOIA Principles

Y. Kirby provided a review of FOIA items the Task Force needs to be aware of. Carolyn Magnan provided two policy guidelines for review, which have been saved to the U: drive. Task Force meetings are considered “Special Meetings,” and are open to the public. Meeting notices must be posted at least 24 hours in advance. Minutes must include the start and end times, date, and location and must clearly state the issues discussed and acted upon. Minutes must be posted within seven days of the meeting. F. Pearson asked if sub-committee meetings would be subject to the same guidelines. *Action Item: S. Matterazzo will get clarification from Carolyn Magnan on whether sub-committee meetings are public, and therefore subject to the same guidelines as Special Meetings.*

Data Gathering and Protocols

F. Pearson reviewed the notes from the sub-group’s meeting, and provided an overview of the items discussed. It was the sub-group’s recommendation that the data request go back ten years. U. Martinez suggested conferring with Carolyn Magnan regarding the proposed timeframe, as it could have

implications as it relates to pending litigation. F. Pearson noted that looking at the policies and procedures that were in place 10 years ago, and what is in place now allows us to trace the evolution of policies that are failing and compare to how they have failed before. At the same time, it provides an opportunity to look at what is working well and what has improved. W. Panetta added that it provides an opportunity to look broadly at existing reports going back several years, which may not be easily accessible when they should be. Y. Kirby noted that Title IX requirements have changed over the last ten years.

After further discussion, it was determined that the benchmark for data requests would begin after the Board of Regents policy went into effect in October of 2016. R. Spada noted that the focus needs to remain on what are the policies, practices and procedures today and where they fall short. F. Pearson noted that in order to assess campus climate, looking only at current information will not allow us to do this task. There may be reports and information that may address issues of campus climate that preclude 2016. J. Alicandro referenced a 2013 Task Force Report headed by Jason Powell in the CCSU Police Department as an example. U. Martinez noted that starting with current information will help guide the Task force in terms of what additional information may be needed in past years. The Board of Regents policy will serve as the benchmark, but if there are other documents from years prior that will be helpful to the Task Force, they should be considered as well.

Brainstorming and Next Steps

R. Spada noted that clarification is needed from Dr. Toro with respect to the campus climate and bullying aspects of the Task Force's charge. He noted that more work is needed in terms of firming up the protocol going forward, and how the work will be divided. He envisions three main areas of focus: policies and procedures, training, and programmatic issues. J. Visone noted that "best practices" should be another area, and should include external research of other institutions who have gone through similar overhauls. Rather than using peer institutions, Y. Kirby suggested starting with places like Penn State and what the reports and recommendations have shown.

R. Spada noted that in terms of firming things up and building our pathway forward, he envisions one member of the task force in charge of holding things together. One person will focus on policies and procedures, one for training and programmatic issues, and one for best practices. He also feels that the full group needs to set a regular meeting schedule for every two weeks.

After discussion, the following action items were determined:

- *U. Martinez will take the lead on external best practices, with W. Panetta assisting. J. Visone will take the lead on internal best practices.*
- *J. Alicandro will take the lead on training and programming initiatives, with Y. Kirby assisting.*
- *C. Perez-Colon will take the lead on policies and procedures, with N. Ford assisting.*
- *R. Spada will take the lead in terms of pulling together the sub-group above to talk about the pathways for each area, along with overall next steps and to chart out how the work is to be accomplished. A WebEx meeting was scheduled for Thursday, July 12th from 10:00-12:00.*

It was suggested that an email go out to the campus community from Dr. Toro letting everyone know that the Task Force will be reaching out to select groups and individuals to solicit information pertinent to their charge, stressing the importance of responding in a timely manner.

Meeting Closure

The meeting was adjourned at 12:30 p.m.