

**Clery Compliance Team Meeting**  
**February 9, 2020**  
**AGENDA**

- I. Welcome & Introductions
- II. Accomplishments
  - a. Annual Security Reports (ASR) and Fire Safety Reports (FSR) successfully completed and posted in December, per extension from the US Department of Education
  - b. Campus Security Authority (CSA) Identification and Training Subcommittee established and moving forward
  - c. Travel Subcommittee established and moving forward
- III. Clery Governance Documents
  - a. Executive Order 1107
  - b. Need to establish Terms of Reference
    - Overall Purpose
    - Background & Context
    - Team Members
      - Clery Compliance Team
      - Campus Security Authority (CSA) Identification and Training Subcommittee
      - Travel Subcommittee
    - Meeting Terms
      - Expectations
      - Time & Frequency
- IV. Goals for 2021
  - a. CSA identification finalization
  - b. Training program and timeline finalization
  - c. Possible campus policy regarding Clery Compliance
  - d. Quarterly Clery Crime review
  - e. Clery Geography review and upkeep
  - f. Distribution requirements of ASRs and FSR per EO1107
    - HR – current and prospective employees
    - Admissions – current and prospective students
    - Student Affairs