



Clery Compliance Team Meeting Minutes

Date	September 8, 2023	Place	ZOOM Online Meeting
Time	10:00 AM – 11:00 AM		
Title	September 2023 - Clery Compliance Team Meeting		
In Attendance	Krystal Aleman Danielle Duran (minutes) Daria Graham John Gutierrez Steven Raskovich Robert Tenczar Steven Vasquez Lynniece Warren		
Agenda	<ul style="list-style-type: none"> I. Clery ASR/FSR Updates II. Campus Security Authority Lists III. Standing Report Outs <ul style="list-style-type: none"> CSA Crime Reports Timely Warnings Clery Crimes DHRE Fire Safety IV. Clery Training: <ul style="list-style-type: none"> Understanding Your Role as a CSA Report Out CCT and Quarterly Sessions V. Next Meeting <ul style="list-style-type: none"> October 13, 2023, at 10:00 am 		



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Topic	Discussion	Action Items	
Clery ASR/FSR Updates	1. ASR/FSR has been submitted to the Clery Center, Chancellor's Office and Legal Counsel for review.	1. We will make changes accordingly per their recommendations and post publicly on 9/15/2023.	
Campus Security Authority Lists	1. Updated CSA's for new academic year	1. Continue to monitor and update CSA's during academic year. CSA training should be completed within 30 days of being assigned.	
Standing Report Outs	1. CSA Crime Reports –Student Conduct (n/a) 2. Two (2) new Timely Warnings per UPD 3. Institutional Equity and Compliance – n/a 4. DHRE - n/a	1. Lynniece Warren will provide new template for depts. to fill out prior to each CCT mtg. Each unit should be responsible for their own respective areas. Those depts should be ready to provide updates.	
Clery Training	1. Lynniece Warren to share a video with team (Understanding Your Role as a CSA Report Out) and request feedback. The video is from CSULearn. CCT completed training.	1. Suggestions from team include: add campus logo and scenarios.	
Next CCT Meeting	1. Set for October 13, 2023, at 10am		
Other Business	1. Nothing to discuss		
Follow-Up	1. Nothing to discuss		