SAA-UT Board Member and Safety Meeting

Elle, Chido, Selena and Courtney

Tocker Lounge, 1pm-

Irene’s Thoughts

General

* I think it is imperative that we establish monthly meetings. There’s a lot that is lost when we do not talk in person.
  + Might be hard to do-maybe encourage next board to do that
  + Need to set up a slack channel for every event
* Slack Archiving, filing conventions, added to manual

Safety

* Provide trainings for student organization on safety. We’re just students. I’ve never received any sort of training on how handle situations. I think it is also important to have the iSchool take direct action in providing students with this type of education.
  + Graduate Assembly Safety training
* I’m good friends with Susan Buckenmeyer, Director of Student Activities at UT Austin. I can ask about what types of trainings they provide to student organizations. None of us are well-versed in how to deal with difficult situations. It would be good to bring someone that has some knowledge on the issue.
* The Voices Against Violence program at UT Austin deals directly with these types of issues. They also have a section about creating a safety plan. Here’s the [link.](https://cmhc.utexas.edu/vav/vav_safetyplanning.html) It is geared more towards individuals, but we can change the language to suit our needs. Here’s a [link](http://www.loveisrespect.org/for-yourself/safety-planning/) to an interactive safety planning website they link to.
* Need to get to know UTPD. Have a kind of meet and get.

Trace

Here is a couple of resources from the Dean of Students that SAASC should revisit :

Event Planning Guide,

<http://deanofstudents.utexas.edu/sa/downloads/EventPlanningGuide2017.pdf>

Organization Event Risk Reduction Worksheet,

<http://deanofstudents.utexas.edu/sfl/safetyed/downloads/OrganizationalEventRiskReductionWorksheet.pdf>

Potential Risk Brainstorm Worksheet, <http://deanofstudents.utexas.edu/sfl/safetyed/downloads/PotentialRisksBrainstormWorksheet.pdf>

\*Risk Management Policy Template, <http://deanofstudents.utexas.edu/sfl/safetyed/downloads/RiskManagementPolicyTemplate.pdf>

\*Creating Accessible Programming, <http://diversity.utexas.edu/disability/creating-accessible-programming/>

\*Selena found the most useful

Grace:

* Guard until 10-
  + according to Bias’ email the police rotation is temporary. A permanent guard operating from 5p-10pm will be starting soon
* Give out phone numbers of officers to members
  + Plan on giving phone numbers of officers that will be at events for student’s to call and update members of location for events like the Pub Crawl
  + We also plan on adding the UT Non-Emergency email at the end of emails
  + Apparently UTPD will give students a ride to campus bus stops at night!
* CPR certified?
  + We need to ask Trace. We all seemed hesitant to demand that board members become certified. If someone wishes to do that, it is entirely their choice.

Selena:

* We need to make a safety policy in the manual and send it out to members
* We also need to make a code of conduct
* Make an accessibility statement at the end of our programming/emails
  + We will be adding an accessibility statement at the end of our programming/emails. We will work it into our signature at the end of emails
* Rotate a safety officer
  + The person coordinating an event should be the safety officer/contact for members at events
  + If the coordinator of the event cannot be at the event, then they should find another officer to cover for them

Safety Concerns about ISchool

* We need more lighting in the back alley to make students/faculty/staff to feel safer using the back door
  + Update (10-11-17): Elle texted Bias about using the backdoor and getting more lighting. He responded with that he would not encourage students to use the back door, but he would look into lighting. He also mentioned that UTPD would be doing a training (he did not mention who would be involved, or where this event would take place). He said he would ask them to mention which entrance to use.
* Encourage people to use the back door ?
* Encourage the next board to show members how to use the back door while maintaining line of sight with the security guard at the first meeting of the semester
* Campus police will be able to give a ride to a campus bus stop at night!
* Make sure board members are safe too!
  + Walking people to bus stops is kind, but if that means you are by yourselves after everyone else has left, that isn’t safe
* Controversial events
  + have security at events that could be controversial and may have people that are are not just SAA-UT affiliated.