



SAN MATEO COUNTY  
COMMUNITY  
COLLEGE DISTRICT

# Meeting Agenda

## 2016 Public Safety Services Study Committee

Date:	Start:	End:	Next Meeting	Next Time
February 6, 2017	1pm	2pm	February 22, 2017	1pm

Purpose:	Location:
Monthly Meeting to review best practices for Public Safety at all 3 Colleges	District Office, Sequoia Conference Room

Attendees:	
X Kathy Blackwood, SMCCCD Executive Vice Chancellor	X Dennis Zheng, BOT Student Trustee (via phone)
X José D. Nuñez, SMCCCD Facilities & Public Safety	X Zach Bruno, SKY Faculty
X Michelle Marquez, CAN VP Admin Services	Michelle Schneider, CSM Staff (CSEA) (via phone)
Jan Roecks, CSM VP Admin Services	X Bill Woods, SMCCCD Director of Public Safety
X Angelica Garcia, SKY VP Student Services	Rob Dean, CSM Chief Public Safety Officer
	X Carina Warne, SMCCCD Facilities & Public Safety
	X Dylan O'Shea, Associated Students Skyline College
	Cindy Streitenberger, Associated Students Cañada College
	Maria Guadalupe "Lupe" Serratos, Associated Students College of San Mateo
	James Roe, Associated Students College of San Mateo
	X Misha Maggi, CAN Student Life & Leadership Manager (via phone)

Item	Description	Action by	First Noted	OPN/ CLO
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### NEW BUSINESS

10.0				
10.1				

### OLD BUSINESS

1.7	<b>Website</b> 4/4/16: <ul style="list-style-type: none"> <li>- Website is live: <a href="http://smccd.edu/publicsafetystudy/">http://smccd.edu/publicsafetystudy/</a></li> <li>- Also available via the District webpage: <a href="http://www.smccd.edu/accounts/smccd/">http://www.smccd.edu/accounts/smccd/</a></li> </ul>	CW	3/7/16	OPN
6.1	<b>Next Steps – Draft Report</b> 10/17/16: <ul style="list-style-type: none"> <li>- KB discussed the adjusted timeline:               <ol style="list-style-type: none"> <li>1. Receive the draft report from MH 1<sup>st</sup> week of January</li> </ol> </li> </ul>	KB	10/3/16	OPN

	<ol style="list-style-type: none"> <li>2. KB will present the draft report to the BOT as an information report</li> <li>3. KB and BW will work together to take the draft report to Shared Governance meetings, Student Government meetings, and District Participatory Governance meetings in Feb/March 2017</li> <li>4. Draft report will be edited as a result of any feedback from those meetings</li> <li>5. Final Report with recommendations to the BOT April or May 2017</li> </ol> <p><b>2/6/17:</b></p> <ul style="list-style-type: none"> <li>- <b>We received a rough draft of the draft report from MH</b></li> <li>- <b>The draft is currently under legal review. After legal review, the draft will be shared with this committee, then posted on the website and shared with Shared Governance committees, Academic Senates, and Student Governments at all 3 campuses.</b></li> <li>- <b>JN will add this as a Manager’s Forum agenda item</b></li> <li>- <b>BW working on draft timeline for implementation – possibly years</b></li> <li>- <b>Possibly take the draft report to BOT in May</b></li> <li>- <b>Waiting on “Research Report” from MH which includes Best Practices and comparisons with other CCDs</b></li> </ul>			
<p><b>8.0</b></p>	<p><b>Student Feedback / Survey</b></p> <p>11/28/16:</p> <ul style="list-style-type: none"> <li>- Idea to have students enter G#, but keep the survey confidential.</li> <li>- MM suggested distributing surveys during “Welcome Week” and “Club Rush Week”. Possibly on tablets instead of paper?</li> </ul> <p>12/12/16:</p> <ul style="list-style-type: none"> <li>- Dylan will work with PREs at each campus to assist Students with creation of survey. Discussion about using survey monkey on chrome books and setting up on welcome tables</li> </ul> <p>1/9/17:</p> <ul style="list-style-type: none"> <li>- <b>Kathy Blackwood asked if there was any way that the District could support students in their goal to distribute Public Safety surveys during the first week of classes. Dennis said that he has been unable to communicate with the student leadership during the break.</b></li> <li>- <b>Dennis suggested involving Student Life in the survey process.</b></li> <li>- <b>Dennis has received the updated survey from Dylan O’Shea and will email it to Kathy today.</b></li> <li>- <b>Kathy also confirmed that VC Tom Bauer offered up three \$50 gift certificates for the three colleges to give to randomly selected survey-takers.</b></li> <li>- <b>Kathy and Jan Roecks confirmed that Angelica Garcia offered to facilitate the dissemination of the survey. They will touch base with her later.</b></li> </ul> <p>2/6/17:</p> <ul style="list-style-type: none"> <li>- <b>Over 1,000 student responses were collected through the survey – very successful.</b></li> <li>- <b>Reponses were very thoughtful and well received</b></li> <li>- <b>AG to touch base with Fauzi about gift card winners</b></li> </ul>	<p><b>ALL</b></p>	<p><b>11/14/16</b></p>	<p><b>OPN</b></p>

	- <b>BW sent MH the Student Survey results</b>			
	<b>Roundtable</b>			