

Minnesota Chapter of IACLEA

Minutes

October 17, 1996

Present:	Vada Anderson	Metro State Univ
	Skip Heckendorn	Gustavus Adolphus College
	Dan Meuwissen	Concordia College, St. Paul
	Terry Gorman	Macalester College
	Carol Dam	Mankato State Univ
	Suzie Dugan	Mankato State Univ
	Brian Heinen	Normandale Community College
	John Becker	Century College
	Christine Imbra	College of St. Benedict
	Brad Buffington	Bethany Lutheran College
	Andrew Askgaard	Concordia College
	Mike Pehler	Moorehead State Univ
	Ryan Kapperud	Concordia College
	John Nanoff	Augsburg College
	Kim Brosdahl	Moorehead State Univ
	Chris Martinson	Northwestern College
	Tim Knutsen	Bethel College
	Fred Behr	St. Olaf College
	Amy Jones Dehmer	Hamline Univ
	Tim Thompson	Univ of St. Thomas
	Jim Schumann	Normandale Community College

The meeting was called to order at 10:20 am by the association president Skip Heckendorn. Those present introduced themselves. A special welcome was extended to our guests. Special thanks were extended to Vada Anderson and Metro State University for hosting our meeting.

1. Vada Anderson gave a brief welcome and introduction to Metro State and the facilities.

2. The minutes of the August 8, 1996 meeting were reviewed, minor changes were made. A motion was made by Kim Brosdahl and seconded by Brian Heinan to approve the minutes of the last meeting as corrected. Motion passed.

3. The treasurer's report was reviewed and discussed. During the review and discussion of the Regional conference expenses and income it was determined that more clarification was needed to resolve the accounting issues. Tim Thompson and Amy Jones-Dehmer would review the conference budget report and have clarifications for next meeting. Fred Behr moved to table the treasurer's report. Tim Thompson seconded. Motion carried.

4. Fred Behr reported on the Fall Board meeting of IACLEA. The chapter status has been retained so now Minnesota is officially a chapter. We are now back to same status as we were 18 months ago.

Fred discussed the pro's and con's of being a Chapter vs an affiliate to IACLEA. IACLEA is developing a WEB home page that will have a great deal of information available to members. The Chapter Status has more requirements but he feels the additional requirements are worth status.

IACLEA will be meeting with the Department of Education to review and discuss Moorehead State Univ the Department review of Moorehead's crime report.

There is a proposed dues increase at the national level of \$50.00 for 1997 raising the total annual dues to \$225.00. There will be ballot sent the membership to vote on this proposed change.

NEW BUSINESS Taken out of agenda order to accommodate Ms Moen's schedule.

A. Annual Report of School Safety presented by the State Attorney General's Office was present by Ms Patricia Moen.

Ms Moen discussed the 1995 Annual report on Safety of Secondary and Post Secondary schools in Minnesota. From this report recommendations a made for laws and law changes in the state.

Vada Anderson suggested to Ms Moen that a standardized training program or certification of campus security personnel be developed and adopted by the state to help create uniform training and certification to campus security personnel.

There was a brief discussion of campus crime reporting, the clarification of the law and the reasons for consistency in reporting.

Ms Moen talked about FERPA who and how reporting is to be done and the timeliness of gathering information for the reporting.

12:00 noon. Break for lunch.

1:00pm reconvene

OLD BUSINESS

A. Chapter status. See Fred Behr's report above Minnesota is back to Chapter status.

B. Meeting dates and locations;

December 5th	at	St. Johns University
February 20th, 1997	at	Mystic Lake (Note motion to change)
March 17, 18, 19	at	Fayette, AK (Regional Meeting)
April 10th	at	Moorehead State
<i>Annual</i> June 5 & 6 (WI/MN)	at	St. Olaf College (combined meeting)

C. Moorehead State representatives reported on the Dept of Education's Audit of there Crime Report and Statistics.

- the letter of law is to be followed the spirit of the law is not good enough
- DOE is there to find problems and they did and will
- there needs to be better clarification of the law on
 - A. Who reports
 - B. What is the status of counselors reporting
 - C. Authorized campus trips is this reportable
- Paper conservation is not important
Document everything for your reports
- It is the campus' (who is this) responsibility to gather and verify all data from various sources for your report
- Keep three years of report documentation

A discussion followed on how can we be ready for a DOE audit. How can IACLEA be more responsive and helpful. It was suggested by Amy Jones-Dehmer that IACLEA develop a template for schools to use when developing there crime report to ensure all areas are covered.

Members will review the Crime bill law and bring questions to the next meeting.

D. There was a discussion of the employee background checks. Most schools were getting ready and some had started to submit for the background checks. At the next meeting more information will be discussion on how this process to going.

E. Because of the changes in status the By Laws review was tabled until the next meeting.

F. There was a request from Tim Knutsen from Bethel College that meetings not be held at Casino's or places where liquor is served. If meetings are held at these locations neither he or others of his staff would be able to attend because of there campus regulations. There was further discussion by several others who drive state vehicles to the meeting, they also had concerns that having a state vehicle parked at casino's or bar might lead to a misinterpretation of what state employees were doing.

A motion was made by Brian Heinan and seconded by Amy Jones-Dehmer to not hold future meetings at Casino's. Motion carried.

G. Next meeting December 5th at the ^{St. John's University} ~~College of St. Benedict's~~

H. Jim Schumann and Terry Gorman will develop a meeting site plan for the February 20th meeting.

I. Meeting adjourned 2:45 pm.

Submitted by Terry Gorman