FLORIDA INTERNATIONAL UNIVERSITY
VIOLENCE AGAINST WOMEN ON CAMPUS GRANT

TASK FORCE, MEETING FOUR
November 20, 2002
8:30 AM to 12:30 PM

Florida International University Biscayne Bay Campus
Wolfe University Center, Room 155

Report of Proceedings

WELCOME/ AGENDA REVIEW

Sharon M. Aaron, Director, Victim Advocacy Center (VAC), called the meeting to order and thanked everyone for coming. She asked everyone to introduce him or herself, as there were a few new members who have joined the Task Force.

The meeting facilitator, Janice M. Fleischer, reviewed the day's Agenda (Exhibit A) and objectives, as well as going over the group's Discussion Guidelines. The objectives for the day were:

> ➢ To allow review and discussion of Committee work to date
> ➢ To continue drafting Goals and action steps toward drafting new policies

The Mission Statement of the Task Force, the Discussion Guidelines and the Reports from all meetings of the full Task Force can be found at: www.sfrpc.com/institute.htm , "Projects", "The Violence Against Women on College Campuses Task Force" .

REVIEW OF WORK FROM LAST MEETING

The primary goal of this meeting was to continue to refine the goals and objectives (action steps) of this project's efforts in order to prepare to draft Policy. Ms. Fleischer asked the members to refer to the September 18, 2002 Report and review the results of the refining of Issues. She directed them to the worksheets they had produced at that meeting which began the process of identifying specific goals and objectives. Each issue had been reviewed by a group of Task Force members who had attempted to answer the following questions with regard to each issue:

1. What are the Goals you would want to achieve to resolve this issue?
2. How would you go about achieving this Goal?
3. Who should lead this effort?
4. What are the obstacles to achieving this Goal?

Ms. Fleischer directed members to their meeting materials which contained copies of the results of that exercise for each issue addressed. She pointed out that, due to time constraints, some issues were not reviewed. She gave them a list that indicated for each Issue Group (Overall, Dating/Domestic Violence, Sexual Assault, Stalking, and Computer Facilitated Victimization), which issues had been addressed and which ones needed to be considered. The full list of issues, as refined, appears below; items shown in italics received at least minimal attention at the September 18 meeting:

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OVERALL ISSUES

1. *Education (Some initial Goals listed with additional detail, included training ideas)*
   Those that were combined to make this new issue category:
   - Education and communication with the courts
   - Education and training
   - Make [education regarding violence against women] a curriculum requirement
   - Education and informing student population/definitions/talk to deans

2. *Communication (Some consideration given to coordination, but no other aspects)*
   Those that were combined:
   - Communication to advisors
   - Informing student population

3. Reporting, recognition and notification
   Those that were combined
   - Student code requires student and staff to report if they have a restraining order
   - How does a campus know that a potential offender is on campus?
   - How do we deal with recognition of offenders (pictures, etc.)?
   - How do we identify which individuals have restraining orders against them?

4. Developmental disabilities (of victim? of offender?) and how are they handled
5. Influence of alcohol and drugs.
6. Look to the Registrar's Office for enforcement
7. Definitions for what is appropriate in sanctions
8. Keep language consistent with "off-campus" wording
9. Confidentiality
10. Resistance to "going public"
11. Attempt to replicate outside; don't fall through cracks just because on a campus
12. International aspect
    - Confidentiality
    - Immigration
    - Consequences
13. Case management issues
14. *Traditional vs. non traditional college age student (Initial Goals listed, some detail)*
15. *Input from students is vital (Initial Goals listed, some detail)*
    - Where do they stand?
    - How do we get proactive?
16. Gender differences re: reactions and education
17. *Balance of a person's rights vs. a safe campus (Initial Goals listed)*
    - Balancing a student's rights may actually impair the process
18. Improve on statutes/definitions to make them more effective
19. Make sure those who are tasked to enforce are properly trained and have on-going training
20. How do we identify and cope with our own attitudes and biases?
21. What tolerance levels will we have?
22. *Coordination (Some consideration given to communication but not other aspects)*
23. Cultural differences

DATING/DOMESTIC VIOLENCE ISSUES

1. *Link to Judicial and Mediation Services from Campus Police. (Initial Goal and detail completed)*
2. *How do we define evidence? (Initial Goals and details completed)*
3. *How do we ensure the safety of someone who comes forward? (Initial Goals and details completed)*

SEXUAL ASSAULT ISSUES
1. Policy on non-reporting victims
2. Protecting the rights of the offender also.
3. *Provisions for offenders who are in a position of authority (faculty, staff, etc.) (Initial Goals, some detail)*
4. Environmental safety (i.e. lighting)
5. *Promotion of prevention courses (Initial Goals, some detail)*
6. *What do we do with the offender? (Initial Goals, some detail, possible rename?)*

STALKING ISSUES
1. *Definitions are needed. (Initial Goal with detail)*
2. *How do we give students the information they need to make a stalking case stick? (Initial Goal with detail)*
3. *How do we address offenders needing to be in the same space as the victim? (Initial Goal with some detail)*
4. Inclusive not exclusive of populations who are experiencing this issue (cyber too)

COMPUTER FACILITATED VICTIMIZATION ISSUES (NO WORK DONE YET)
1. How do we identify the person making the threats?
2. Who collects the evidence? (i.e. record, no delete)
3. How do we deal with individuals who can "hack" into the system?
4. Computer infrastructure
5. Create policies for students
6. Tapping into current resources re: cyber crimes
7. Procedures to effectuate (look at current software)

As the list of Issues was reviewed, the Members suggested the following initial changes:
➢ <u>Definitions</u> should be removed from the Overall section and made a separate part of the final policy document
➢ Overall item #14 (Traditional vs. non traditional students) was eliminated. It was decided this item was not needed, as 95% of the students at FIU are commuters and their average age is over 28 years, they are, by their nature, "non-traditional". Therefore it was felt that everything that the Task Force would do would reach the non-traditional population by default.

The next step was to review the worksheets produced at the last meeting. Ms. Fleischer reviewed each sheet with the group, encouraging them to continue adding detail to the work they had already begun as well as beginning to develop goals and objectives for those issues not yet addressed. After reviewing all the work accomplished at the September meeting, the members made the following comments/observations:

1. Don't use abbreviations unless full text is given first.
2. As goals are being drafted, keep in mind that we should consider forming an Implementation/Oversight Committee.
3. Karen Dhlosh would like more clarification on what is expected in the Definition Section regarding statute definitions.
4. When designating a "lead person", ensure that person is willing to accept the responsibility.
5. With regard to Overall Issue #1 (Education and Training), Human Resources needs to be included in the lead.
6. The Student Code should not mirror the State Statute. There could be a double jeopardy situation. It is important to keep the Student Code free flowing; the language should be different from the statutes.
7. There is a need to ensure that the Student Code does not interfere with the State Attorney's office (criminal cases).
8. The coordination of the Student Code with the Criminal Process/Statutes should be a new issue.
9. This group should ask a representative from the Office of the General Council to join the group or at least review the drafts of the policies.

SMALL GROUP WORK

Prior to having the members break into small groups, Ms. Fleischer directed the members to reconsider the following comments they had made at their last meeting as they were further detailing their goals and objectives:

- Are there student peer educators on the FIU campus?
- What are the findings re: disabled students and sexual assault?
- There should be coordination of counseling from all different departments that provide it. Develop a definition of "counseling" so that it is uniform and consistent.
- Does the application to University ask if applicant has any criminal background?
- There should be provision for providing assistance to students who must move to another campus or state to get away from offender (financially and emotionally).
- Think very broadly; Federal law protections re: immigrants might be something that could be expanded.

The members then broke into small groups to continue their work on the issue groups. The results of the small group work is below:

OVERALL ISSUES

ISSUE #0-7 (Changed to Separate section) - Definitions of Issue Areas

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Provide consistent definitions of the four areas: relationship violence, stalking, sexual assault and computer facilitated victimization	-university definitions -criminal definitions per statute (as per University of South Carolina model) -FIU Student code of conduct -Florida Statutes -Other university policies	Karen Dlhosh (Code of Conduct) Task Force Solicit expertise from Task Force members for dissemination Consult university General Counsel (state statutes and code of conduct)	Achieving consensus (best facilitated by collaboration
Criminal acts that happen in a relationship (between 2 intimate partners)		Florida Coalition of FCADV-training program Computer facilitated definition will be transferred to computer communication Share with all Task Force members and sub committees	

ISSUES #O-1 & #O-2: OVERALL: Education & Training for students, faculty and staff and Commu nication

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Provide education and training to students, faculty and staff on: 1. sexual assault awareness and prevention 2. domestic violence 3. referrals	Provide professional training to all appropriate faculty and clinicians Establish uniform training (common grounds) for all groups of peer educators (VAC, HCWC/PEACE and MPAS/JMS/DISABILITY) Invite students to serve on Task Force (RA, athletes, SGA, Grad. Student Ass., Greeks) Brochure for faculty How to help a friend Provide training modules Use of web base training (interactive, i.e. chatrooms) Referrals Student Leaders Curriculums that address these issues (Criminal Justice and Social Work) Skits and humorous presentation Orientation Service Learning Women's Activists Women's Health and Wellness Conferences Reach out to sororities and women athletes	Human Resource Peer Educators	Lack of professional staff to do training Other departmental demands affecting professionals' time to devote to this project (other demands may be perceived as more urgent) Dissemination Lack of participation from athletics Lack of consistent attendance on the part of students

ISSUE #O-15: OVERALL - Input from Students

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Students on the Task Force	Student Government liaison		Time of Meetings-consider having a Task Force meeting in the evening (specifically for student input-not for the entire group)
Student survey identifying missing Issues	Freshman experience class-toward end or midpoint Online survey		
Campaign to spread information about Task Force's work			
Publicity campaign to ask for student input on the issues	Focus group meetings at different times to gather student input Student leadership to advocate for part of the A & S fee to help fund Victim Advocacy Center		

ISSUE #O-17: OVERALL - Balance of Person's Rights vs. Safe Campus/ Includes Balance of Student Rights may impair process

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Complete and accurate list of people identified involved in sexual assault in centralized but protected file	Utilize an anonymous reporting system (already being used) If an individual's name comes up 3 times, an investigation will take place	Health Care and Wellness VAC University Police	Confidentiality Reporting to VAC every time there is a victim
Make sure campus community knows the file is there but accessible with low threshold of justifiable need and/or interest			
Make campus statistics available			
Publicize safety (safe ride) policies and safety tips			

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ISSUE #O-22: OVERALL - Coordination

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Coordination and Implementation of policy (once created)	Establish a "Clinical Coordination Committee" including representatives from VAC, CAPS, HCWC, Disability Services, (who else should serve?) all from both campuses Establish an "Administration Coordinating Committee" with representatives to be determined by the Task Force Establish an (overall) Oversight Committee including committee and university members Create sub-committees ❑ Clinical reps ❑ Student reps	Sharon Aaron, VAC office (to convene committee) Oversight Committee	Lack of time to donate to this Dissemination systems Commitment from participants and from their supervisors (supporting them to work on this) Lack of clinical staff who can participate when they need to be focusing on their clinical duties

DATING/DOMESTIC VIOLENCE ISSUES
ISSUE #DV-1: Domestic Violence - Link to JMS from Campus Police

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Facilitate link to JMS from Campus Police	Contact the university computer system dept. to develop software	JMS & Campus Police	Time and money
Create a database to be shared by the JMS and Campus Police	Have the University Technology Services meet with both organizations to create a database	JMS, Campus Police, VAC	Time and money
Revising the JMS and VAC Intake form to include a question asking if the victim would like to have police involvement and obtaining information about perpetrator, (e. g. car tag, model, physical description, etc.)	Asking JMS to revise their intake form	VA Center and JMS	Willingness to revise the form to include the question
Having a mandate to report incidents to the JMS and VAC by all staff members including professors	Making the mandate part of the Manual of Policies and Procedures Making it part of the orientation for new employees	VAC	Concept of confidentiality and individual's reluctant to get involved
Establishing monthly meetings between both agencies	Having both agencies commit to setting a date and time	JMS, Police, VAC	Time

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ISSUE #DV-2: Domestic Violence - How do we define evidence?

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Look at established policies of police departments (FIU or others) to find their definition of evidence	Communication with police	All parties involved in public safety and victim's rights Students JMS Victim Advocates	Time Organization
Also check with FIU Legal Dept. for their definition of evidence	Communication with Legal Dept.	JMS	Staff Time
Educate students on what is evidence and how to preserve it	Providing flyers and brochures in relevant languages Making it part of the orientation for Freshman	VAC and campus police Student affairs Freshman Orientation instructors	Money for printing
Prepare a 'cheat sheet' for students with qualifications and explanation of legal recourse	Listing things that victims must do to preserve evidence such as phone messages, pictures, medical records	Legal Dept., campus police, and victim advocate	Not an obstacle but possible negative outcome: abuse or misuse of information
Explaining criminal procedure and JMS procedure in case of future victimization	Freshman Orientation International students	Student Affairs International Student Services	Time

ISSUE #DV-3: Domestic Violence - How do we ensure the safety of someone who came forward?

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Lethality assessment (MOSAIC)	By using the instrument MOSAIC developed by DeBecher	Police, victim advocate, and health providers	Money, training, and time
Individual safety planning	Using the form developed by the Florida Coalition Against Domestic Violence	Victim advocate, police	Time and effort
Education on how to break cycle	Have a short, voluntary seminar for victims to educate on how to break cycle	VAC	Victim's cooperation
Emergency shelter, special parking, relocation to different campus housing	Contacting and developing policies w/ traffic and public safety	Police and public safety	Availability Cooperation from other agencies Money
Referral to State Attorney's Office or Police	Creating a list of agencies outside of campus	Victim's advocate and police	Training
Referral to Community Agencies: Injunction, R & C (?), Police, etc.			

SEXUAL ASSAULT ISSUES
ISSUE #SA-1: Sexual Assault: Policy on Non-Reporting victims

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Develop a procedure fo University personnel to respond to individuals who report sexual assault	Research existing policy Develop brochure Develop and assign Task Force to develop procedure	Chair of Task Force is designated by VP for Student Affairs	Resources Possible money Faculty resistance
Develop a mechanism to have victims report anonymously	Work with UTS to have anonymous emails sent Develop an anonymous report Track reports Analyze data and revisit policies based on findings	Computer personnel VAC	Resource Money
Educate campus and local community regarding non-reporting victims	Conduct workshops (everywhere) Develop small workshop with	VAC with University Police	Money

	lesson plan for surrounding law enforcement municipalities		
	Distribute brochure		
	FIU website		
		UTS	

ISSUE #SA-2: Sexual Assault: Protecting the rights of Offender

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Offender is informed of his/her student rights and the judicial process	Charge letters provided to offender outlining rights and process Attendance at information session Abide by laws regarding student records (FERPA)	Karen Dlhosh	
Educate university community regarding the rights of offender and the judicial process	Workshops Website Handbook Orientation	Karen Dlhosh	

ISSUE #SA-3: Sexual Assault - Provisions for offenders who are faculty and staff.

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Come up with 'clear' university policy that defines offensive behavior; i.e. leering **(Is this really sexual assault or is it sexual harassment?)**			
Address re-victimization issues; i.e. grade reporting **(Is this really sexual assault or is it sexual harassment?)**			

Identify positions of authority/power issues Eg: ROTC, grad students, adjunct, advisors, rez asst.	Come up with clear university policy that defines responses to violations (e.g. differential response based upon position of authority) Develop policy that addresses accusation versus arrest Orientation Academy for Art of Teaching Documented on grad. record		

ISSUE #SA-4: Sexual Assault: Environmental Safety

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Assess physical environmental safety of campus			
Obtain student faculty and staff input regarding safety and security concerns			
Lower incidents of sexual assault by creating a safer transportation system			

ISSUE #SA-5: Sexual Assault - Presentation (promotion) of Prevention Courses

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Reaching/informing all members of university community	Based on established research – create effective prevention programming Develop workshops, brochures, websites for university community Peer educators	VAC and University Police	Resources Money Staff

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ISSUE #SA-6: Sexual Assault - Sanctions on offenders (What do we do with offender?)

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Establish uniform criteria for honest recommendations Post university involvement	License/certifications affected Permanent record to follow		
Severity of sanction equals severity of assault	Based on legal precedent		
Assault must be documented on offender's record NOTE: FERPA violation for students can't put on academic transcript, but it stays in judicial file			
Develop progressive or graduated sanctions as appropriate in response to violation as appropriate to position or role (students vs. faculty/staff)			

STALKING ISSUES
ISSUE #S-1: Stalking - Definitions

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Identify & educate the campus community in regard to state statutes and institutional policy	Include in policies Post on web Attach to Annual *Cleary* (?) Report Fliers, Brochures	Task Force oversight (Public Safety, VAC, Judicial, etc.)	Challenge is to get people to read the information before they need it Lack of access to email

ISSUE #S-2: Stalking - How to inform students about making a case stick

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Provide info to key faculty, staff and student leaders	Freshmen and new student orientation Faculty Senate Center for the Art of Teaching Freshmen experience class Beacon Student Govt. Radio	VAC & HEWC Peer Educators Public Safety Establish key 'point people'	Access to organization

ISSUE #S-3: Stalking - How do we address offenders needing to be in same space as victim

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Establish guidelines for 'no contact' policy with or w/out criminal responsible finding Multi-tiered including point of original contact	Use restraining order as model to develop campus 'no contact' policy	Public Safety	Students pursuing goal of education Multiple shared space such as library, bookstore

ISSUE: Computer Victimization: Develop Education and Awareness of Cyber Crimes Program for User Community

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Definitions: topics/issues to be included Examples: "What is cyber stalking" "Is this illegal" "How often should I change my password"		IT Security Officer (Ivon in interim) for entire effort	Resources to conduct training, enormous need for training, prioritization from executive level

Identify trainers
    Peer educators
    Human Resources
    UTS
    FIU Police			

Identify audiences (faculty/staff vs. students)			

Develop training materials
    Classes/presentations
    Online material
    Printed materials
    Regular entry in orientation			

Develop training plan (who, when, where)			
Implementation			
Evaluation			
Continuous improvement and update of information (adaptive management)			

COMPUTER FACILITATED VICIMIZATION ISSUES
ISSUE: <u>Computer Victimization: Develop Training (for police, technical staff and others)</u>

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Gathering electronic evidence.	Identify staff for training Identify availability of training Develop training plan Implementation Evaluation of effectiveness of training	Shana McNeil Al Losada	Funding, human capital, availability of training

ISSUE #C-4: <u>Computer Victimization: Infrastructure (Development of technology infrastructure to facilitate security and evidence gathering)</u>

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?

Identify technology tools to facilitate security (prevention) and gathering of evidence
 	
    Implementing password change requirements
 	
    Authentication tools
		IT Security Officer (Al Losada in interim)
		
		For all steps
			FUNDING, human capital/resources, staying up-to-date
			
			For all steps

Implementation of system/server security Firewall Protection of student information system			
Network security Prevent hackers Tracking use of IPs			
Resources (Human Capital) Centralized technical staff (UTS) Decentralized technical staff (IT reps in Colleges and Departments, residence life)			
Implementation			
Evaluation			
Continuous improvement and up to date information			

ISSUE #C-7: <u>Computer Victimization: Develop policies and process/procedure for handling potential cyber crimes (i.e. reporting incidents, gathering evidence)</u>

What are the Goals you would want to achieve to resolve this issue?	How would you go about achieving this Goal?	Who should lead this effort?	What are the obstacles to achieving this Goal?
Hire IT Security Officer (in progress)		Ivon Foster (UTS) Shana McNeil (FIU Police)	Time and resources (human capital primarily)
Create cyber crimes task force	Designate members Define scope	Ivon Foster (UTS) Shana McNeil (FIU Police)	Time and resources (human capital primarily)
Consult with local/state/federal resources (i.e. InfraGard)		Ivon Foster (UTS) Shana McNeil (FIU Police)	Time and resources (human capital primarily)
Draft policies and procedures	Review and evaluate with Academic Affairs, Business & Finance and all University entities within	Ivon Foster (UTS) Shana McNeil (FIU Police)	Time and resources (human capital primarily)
Develop implementation plan		Ivon Foster (UTS) Shana McNeil (FIU Police)	Time and resources (human capital primarily)
Continuous evaluation of policies		Ivon Foster (UTS) Shana McNeil (FIU Police)	Time and resources (human capital primarily)

Additional comments from this group:
- ➢ Florida Coalition Against Domestic Violence brought in a person to conduct training with an IT focus. Denise will get materials and contact Sherry Aaron with this information.
- ➢ Use existing resources (local, state, federal); a lot has been done in this area already; don't re-create the wheel.

COMMENTS TO SMALL GROUP REPORTS

Each group reported on the results of their time spent working together as referenced above. Committee members who had not worked in the group reporting commented. The following comments/reactions were received:

1. With regard to all issues, confidentiality is an overall concern.
2. Stalking: #4 needed clarification: the explanation was that consideration should be given to whether cyber stalking is different from or the same as the common definition of "stalking"; the "inclusive vs. exclusive" meant that there are many populations that are stalked (male, female, young, old, etc.); should the policies developed by this Task Force address stalking in general regardless of gender of victim or offender.
3. Stalking and Sexual Assault: there is a need to differentiate between faculty/staff and student offenders; additionally, there is a need to differentiate the arrest/conviction cases from accusation cases.
4. Computer victimization:
   a. make sure to research outside sources that have already addressed this issue, don't reinvent the wheel, utilize other agencies, etc. (FBI)
   b. Violence Against Women Act Grant/ Florida Coalition Against Domestic Violence has an IT trainer. Denise will try to get materials to VA Center and their contact information.
5. Dating/Domestic Violence:
   a. Federal Education Right to Privacy Act may restrict some reporting
   b. Intake-Judicial and Mediation Services doesn't do intake; intake is usually done through Victim Advocacy Center
   c. Investigation is separate from rights
   d. The mandate on reporting may be more appropriate to referral.
   e. This is an issue of the safety of other students and not about violating the Federal law.

NEXT STEPS

Task Force members were asked to take their worksheets home and think about the work done during this meeting. The transcripts of today's work would be typed and sent to them for their comments and additions prior to the next meeting on January 15, 2002. Members were asked to send their comments and additions to either Amanda or Ms. Fleischer.

Ms. Fleischer informed the group of the future Workplan. One more meeting would be devoted to detailing the issues. After the next meeting, Ms. Aaron and Amanda will do an initial draft of policies taken from the material generated in the goals and objectives detailing to the Issues. That draft will be brought to the full Task Force for wordsmithing and finalization during the 6-8 meetings. Ms. Fleischer reminded the group of the short time period for finalizing their policies and encouraged them to send her as much additional input as possible before the next meeting.

The meeting was then adjourned.