

# **Chief Advisory Board Meeting Minutes**

**February 28, 2024**

***I. In Attendance:*** Chief Diversity and Inclusion Officer Brown, Sergeant Brown, Chief Frisbee, Professor Gardiner, Vice President Oseguera, Professor Brown, Budget Analyst McLeod

## ***II. Welcome – Approve Meeting Minutes***

Vicky called the meeting to order at 2:30 p.m. Minutes were unanimously approved.

## ***III. Announcements:***

Chief and Professor Gardiner spoke about the professional development initiative for Criminal Justice students involved in the Law Enforcement Candidate Scholars program. This program, which is a partnership between UPD and CJSA (Criminal Justice Student Association) will help students decide whether a career in law enforcement might be for them and help them prepare for the application process and academy. There will be a soft launch this semester from March 14/15 – May 2/3.

Students can attend either Thursdays 4-6 or Fridays 9-11. The first 45 minutes will be devoted to physical fitness, followed by a career/application workshop. This will ultimately be a two-year program. The 1st year will focus on developing the students and narrowing their interests. The 2nd year will be spent preparing them for the academy including internships.

ASI leadership reached out to the Chief inquiring about starting internships with the CSUF PD. There was a discussion regarding different types of internships. Professor Brown stated Georgia Spiropolous is the Criminal Justice Intern coordinator for the Criminal Justice program and would be the best person to contact.

Budget Analyst McLeod announced she accepted Liz Castello's old position with HRDI and will be stepping down from the CAB Board. VJ Kuan-Roberts is the current vice-president of CSUEU and will be taking over as President. The Chief will reach out to her and ask if she would be interested in taking Budget Analyst McLeod's place on the Board.

## ***IV. New Business – N/A***

***V. Lighting-Faculty / Staff Lots F and I*** - Budget Analyst McLeod stated there have been some improvements to the lighting situation but it is still very dark over in that

area of the parking lot. Chief Frisbee explained a lighting survey was done in November and some areas were identified as having issues, but the parking lot wasn't one of them. The Chief will work with Facilities to possibly add this issue to the report.

**VI. Traffic Congestion in Lots F and I** –Chief Frisbee will ask VP Porter to have this issue looked into and may ask the VP to come to a CAB meeting to discuss ideas on ways to improve drop off areas on campus. One suggestion is to have one way into and out of lots F and I. There was also a discussion about the problems caused when students continually cross the street/sidewalk in a steady stream and cars are not able to move forward. A suggestion was to install a walk signal.

**VII. Electronic Bikes** – The concern of potentially being hit by electric bikes and scooters on campus was discussed. A work group is in the process of designing areas specifically for getting on and off bikes/scooters and also a safe and secure place for them to be parked. The CSUF PD has partnered with Transportation to provide a limited number of free U-locks to students as part of a safety awareness campaign. The funding for the U-locks is coming from a Transportation Department sustainable transportation grant.

**VIII. Updates to CAB Website** – The CAB website needs to be updated with current minutes and have tabs for minutes and reports from past years. Chief Frisbee apologized for the website not being revamped and is looking later this summer to complete this project. The Chief and CAB members supported the idea of posting the current minutes and past minutes and public reports on the CAB website. Chief Frisbee also asked board members to look at their bios on the website and let him know if they want any changes. Professor Gardiner suggested listing contact information under each board member's bio on the website. The members agreed and Chief Frisbee requested everyone's information be sent to him by Friday, March 8, 2024, so the info can be added by the next meeting.

**CAB 2024 Titan Safety Community Forum** – The CAB 2024 Titan Safety Community Forum will be held on Tuesday, April 9, 2024, from 11:30 to 1:00 p.m. in the Laurel Multi-Purpose room at Housing. Chief Frisbee asked for feedback on ideas for the event, and shared a draft agenda and possible topics. It was suggested to have a CAB board member do the opening and closing remarks with Chief Frisbee. Mary will work on creating a flyer for the event which will be distributed in early March. The flyer will be sent out to the board for their approval. A suggestion was made to take reservations for the event since the room holds 100 people. CAB agreed.

**IX. Adjournment** at 3:35 – Request was made to keep *Updates CAB Website* on the

agenda for the next meeting.

**March 27, 2024**

***In Attendance:*** Sergeant Brown, Chief Frisbee, Professor Gardiner, Vice President Oseguera, Professor Brown, MSI Counselor Janet Hyder, Interim AVP Chik

***I. Call to Order/ Approve Minutes – Called to order at 2:38***

***II. Announcements***

Updates for LEPP were discussed. Physical training and workshops are currently being conducted, the first week had 34 in PT and 29 in the classroom, the second week had 34 in PT and 25 in the classroom. Applications will be available to the students in late April and interviews will be conducted in May. The one-year program will begin in the fall semester. Chief Frisbee spoke about switching the emergency notification system from Everbridge to Critical Arc. The Safe Zone Safety App will be launched soon.

***III. CSUF Safety Planning Forum***

***Food:*** Box lunches, different options, vegetarian, gluten free and water.

***Agenda:*** Discussed the draft agenda and if there needed to be any changes. VP Student Affairs Oseguera recommended giving an overview of the tiered response team. Professor Gardiner suggested going back over the survey done last year. Everyone agreed question should be framed in a positive way to seek information about what safety concerns the campus has, such as:

- How does engagement look to you?
- How concerned are you about your safety when you are here on campus?

Interim AVP Chik suggested doing an icebreaker first – maybe an open-ended question about what does holistic safety mean to you and then ask what is working and what is not working. Interim AVP Chik also said to make sure and give the group the rules of engagement. Chief Frisbee stated he would like a CAB member to be seated at each table. Interim AVP Chik thought it would be a good idea to share what holistic safety means to the UPD. Professor Gardiner added it might be a good idea to ask the attendees where they want to see more police presence. Interim AVP Chik expanded on that question with “How would you like to see safety enhanced on campus?” Other suggestions/ideas were:

- Have tables report back to those who want to.
- Have index cards on table to write questions on.
- Closing remarks
- Event concludes

- Have some kind of raffle/opportunity drawing at the end

*Further Advertising:*  
Information was sent out to different groups and also sent to the building marshals and also asked ASI to share. Professor Gardiner suggested sending it out again to everyone the Monday after spring break on April 8th. Chief Frisbee stated he will work with Ellen to resend it to University.

#### **IV. Core CAB Milestones / Goals 2023/2024**

Professor Gardiner went over the milestones listed on the agenda for 2023/2024. Professor Gardiner asked what is wanted/needed in the 2023/2024 summary report. Chief Frisbee asked the Board for input so the report can be completed by May 2024, and asked the Board to be specific about what should be in the report. Interim AVP Chik suggested having the report follow the goals and possibly include a looking forward section for the year to come. Chief Frisbee let the Board know the past year end reports will be sent out before the next CAB meeting and to please review those and then make recommendations for this year's report.

#### **V. Core CAB Milestones 2024/2025**

Chief Frisbee asked everyone to come up with one or two ideas for either CAB, CSUFPD or together that can be achieved, possibly another workshop, survey, etc.

**VI. CAB Meetings** – Next meeting is scheduled for April 24th. A suggestion was made to move the May meeting from end of the month to May 15th. Chief Frisbee stated he is fine with continuing with the board as is but would like to know what they think, does the membership need to be expanded? Chief Frisbee asked everyone to think about it and be ready to discuss it when they come back after the summer.

#### **VII. Updates CAB Website**

**VIII. Adjournment** – Meeting adjourned 3:35

**April 23, 2024**

***In Attendance:*** Vice President Forgues, Chief Frisbee, Professor Gardiner, Professor Brown, Facilities Coordinator VJ Kuan, Assistant Vice President Cecil Chik

**I. *Call to Order/ Approve Minutes*** – *Called to order at 2:35.*

**II. Announcements**

The library will be open 24/7 starting 04/24/2024 through 05/17/2024 – everyone will be on north side for the next 3 weeks. LEPP is open for applications, so far nine students have applied. Initially LEPP program will be a one year program.

**III. CSUF Safety Planning Forum**

Approximately 75 students/faculty and staff attended the forum. Chief Frisbee discussed the top three responses to the three questions that were asked of attendees at the forum. A summary of all responses will be sent to CAB members.

**IV. Core CAB Milestones / Goals 2023/2024** – Professor Gardiner discussed highlights from the 2023 fall items. Chief Frisbee informed the board that the need/want to have cameras in the stairwells and elevators is being addressed. Professor Gardiner brought up the possibility of offering defensive driving “training” to students and staff. Chief Frisbee and Professor Gardiner are working on the summary report for the current year and will be sending it out in the near future.

**V. Core CAB Milestones 2024/2025** – Chief Frisbee asked the Board for ideas for next year. Professor Gardiner suggested sending the previous survey out again after updating and making revisions. It was decided the survey will be discussed in the fall and distributed in the spring. Assistant VP Chik suggested asking Sue Schwartz for help with distributing the survey to the campus. Chief Frisbee will follow up with Sue regarding the survey and this will be the first item on the agenda when everyone meets again in the fall. Assistant VP Chik recommended before putting out another survey, to distribute the Safety forum survey results to the campus community along with a list of what action/actions were taken for each item. Facilities Coordinator Kuan-Roberts suggested talking to Matt Bedell and asking him to put the survey on the portal. Other suggestions for 2024/2025 were:

- Hold a community forum in the fall and the spring. Do one on Zoom and one in person.
- Ask ASI if they would co-sponsor one of the forums
- Have a table out at Titan Walk for the survey.
- Advertise the survey / forums through Titan Radio.

- Add more educational opportunities for UPD to interact with students, distracted driving training, parking issues, etc.

**VI. CAB Members for Academic Year 2024/2025** – Chief Frisbee stated the goal for next academic year is to have 3 staff, 3 faculty and 3 students on the board. Professor Gardiner suggested putting out an application to students to sit on the board and have them vetted through ASI. Chief Frisbee will connect with each board member to confirm they still want to sit on the board. Currently there is one opening for a faculty member and one opening for a student. Professor Brown requested he be co-chair for next year. There was a discussion regarding the current atmosphere on campus and the recent incidents at Columbia and USC. Professor Brown asked if everyone was aware of Presidential Directive #5, regarding time, place and manner. Assistant VP Chik stated it is staff and faculty's responsibility to inform the students regarding Directive #5, and to make sure the students understand the University's policies and the rules that govern them. Professor Gardiner suggested sending out information pertaining to Presidential Directive #5 to the faculty so they can pass that information on to the students. Assistant VP Chik said there is also a site on the CSUF portal covering free speech and the University. Professor Brown asked if everyone was aware of the Workplace Violence Prevention Program. VP Forgues suggested doing a short presentation about the new program to CAB at the first meeting in the fall.

#### **VII. CAB Meetings**

Christine suggested setting Wednesdays at 2:30 as the permanent day/time for future CAB meetings.

**VIII. Adjournment** – Meeting adjourned at 3:35 p.m.

**May 14, 2024**

***In Attendance:*** Vice President Forgues, Chief Frisbee, Professor Gardiner, Professor Brown, Facilities Coordinator VJ Kuan, Assistant Vice President Cecil Chik, Janet Hyder

Chief Frisbee began the meeting with a PowerPoint presentation which included a year end retrospective and a summary of future projects and events. The Chief discussed the importance of making sure what is done daily is tied to the CSUF PD mission and vision of holistic safety with a tiered approach and the importance of having a partnership with CAPS and the mobile response team. The University is transitioning from a card-based system to an electronic key issuance system for campus staff, aiming to enhance security and convenience. The Chief praised the resilience and cooperation of CSUF students and staff in managing recent challenges brought about by the protests and thanked everyone for their role in maintaining a supportive and safe campus environment.

The Chief did a brief overview which included a review of events and activities from the past year as outlined below.

### **First Year Observations**

**Areas of Strength:** Technology, community-centric, holistic safety, holistic phone app, panic alarm app on computer if need help for any reason. Emergency Management and Continuity Manager Abby Holmen is working on the emergency app for the campus. Professor Brown asked about facial recognition and cameras and was informed there are no plans right now for that on campus. In July CSUF will introduce a new Workplace Violence Prevention Plan which will include a Workplace Violence Incident Log that will include among other things, the date, time and location of the incident, the type of workplace violence involved; and a description of the incident.

**Areas of Concern:** Emerging threats included Cyber Intrusion, AI, crime, and possible economic challenges in California.

**Opportunities:** Safety, Community, Preparedness – Chief will be working on a comprehensive safety plan for the long term and anticipates needing help getting it out to our diverse community for review and feedback. Abby will be working on making sure the campus is prepared and she is also finishing working on a safety / preparedness plan for the campus.

**Commencement Discussion:** Chief was hopeful that everyone will come and enjoy and celebrate without incident. Assistant Vice President Chik discussed a

commencement quad squad that will consist of staff members to support constructive engagement if any disruptions occur.

Christine reminded the Board about the LEPP program. So far, 19 students have signed up for interviews.

The Meeting was adjourned at 3:07 p.m.

**August 28, 2024**

**In Attendance:** Professor Christine Gardinier, ASI Chief Inclusion and Diversity Officer Andrea Ramirez Rivera, Professor Greg Brown, Vice President David Forgues, Sergeant Chris Brown, Assistant Vice President Cecil Chik, Chief Frisbee, MSI Counselor Janette Hyder

**I. Call to Order/ Approve Minutes – Called to order at 2:35**

**II. Welcome**

Chief Frisbee welcomes everyone to the first meeting of the new school year.

**III. Introductions**

Chief does quick welcome and introduction of members around the room.

**IV. CSUF PD**

The Chief provided an update on the University Police Department's (CSUF PD) advancements in safety and holistic safety over the past year. The presentation included several key areas:

**1. Tiered Safety Response Progress**

- **Unarmed Safety Professionals:** Introduction of Campus Safety Specialists (CSS) who are now full-time, unarmed safety professionals, available 24 hours a day, 7 days a week.
- **Mobile Crisis Response Unit:** Purchase of a van completed for the Mobile Crisis Response Unit. Clinicians lead the unit in partnership with a CSUF Campus Safety Specialist, focusing on mental health crises.

**2. Current Staffing and Operational Trends**

- **Staffing:** 45 Community Safety Officers (CSOs student workers). Additionally, we are fully staffed at 25 sworn positions.

**3. Department Culture**

- **Emphasis:** On building a department culture centered around inclusive safety for 2024/2025; recent UPD promotions from our diverse department were acknowledged.

**4. Joint Training Exercises**

- **August Exercise:** Conducted a mass casualty event training involving Fullerton Fire, Placentia Fire, and other local agencies.

## **5. Community Engagement**

- **Overview:** Brief overview of community engagement events, including meetings with campus leadership, Deans, Academic Senate, and ASI leadership.

## **6. Public Safety Preparatory Academy**

- **Currently:** Academy has thirty-two participants. There are plans in the future to expand from a one-year program to a two-year program in the future.

## **7. Campus Safety Enhancement**

- **Progress:** 99% completion of locking mechanisms for office and classrooms to facilitate shelter-in-place have been installed throughout the university by CPFM. Special recognition to the CPFM team given.

## **V. Select Chair for 2024/2025 Academic Year**

Dr. Christine Gardiner was nominated and elected as Chair.

## **VI. Core CAB Milestones/Goals or 2024/25 Academic Year**

For the upcoming meeting, Chief Frisbee requested members to come back with at least one core goal for the Advisory Board that they would like to see the department focus on during this academic year, 2024/25. Dr. Gardiner also reminded everyone about the need to schedule any survey CAB may wish to conduct this year on the campus calendar as soon as possible.

## **VII. CAB Meetings**

Chief Frisbee suggested inviting a student, faculty member, or staff to a CAB meeting so they can gain insight into the board's activities and foster greater campus engagement. The suggestion was deferred to the CAB members for further discussion.

## **VIII. Adjournment**

The meeting was adjourned at 3:30 p.m. The next CAB meeting is scheduled for Tuesday, September 25<sup>th</sup> at 2:30 p.m.

**September 25, 2024**

***In Attendance:*** Professor Christine Gardinier, ASI Chief Inclusion and Diversity Officer Andrea Ramirez Rivera, Professor Greg Brown, Sergeant Chris Brown, Assistant Vice President Cecil Chik, Chief Frisbee, Assistant Vice President Sonja Daniels, Associate Dean Kiran George, Facilities Coordinator/Administrative Analyst VJ Kuan-Roberts

***I. Call to Order/ Approve Minutes – Called to order at 2:35***

***II. Welcome***

Professor Gardinier introduces Associate Dean George Kiran, Chief Frisbee introduces AVP Sonja Daniels.

***III. Introductions***

Members in attendance introduced themselves to the group. Chief let the members know the Executive Director of Black Student Academic Success, Patience Bryant, will be joining the board next month.

***IV. New Business***

Chief presented a PowerPoint outlining the importance of CAB to help provide an additional bridge for students, staff, and faculty who may feel uncomfortable approaching CSUF PD officers.

Sonja Davis asked about the primary safety concerns on campus.

The Chief shared while violent incidents can occur on campus, the vast majority of crime on our campus involve property crimes. The Chief provided an overview of CSUF PD's holistic safety vision through a tiered safety response system. The Chief emphasized the goal to develop sufficient tiered-resources to reduce the frequency of police response to non-violent, non-criminal situations. The Chief shared how the new CSUF Crisis Response Team in collaboration with CAPS, as well as the new unarmed Campus Safety Specialist are examples of tiered responses which allows the university police officers focus more of their efforts at deterring, preventing, intervening and responding to crime and safety threat(s) on campus.

Facilities Coordinator VJ Kuan noted that homelessness on campus is an ongoing concern and highlighted efforts to improve visibility and engagement with the campus community.

Additionally, Professor Brown raised the concern of low Black student enrollment at CSU Fullerton and a culture of anti-blackness that continues to impact safety on campus.

ASI Chief Inclusion and Diversity Officer Ramirez shared concerns related to students needing escorts, delays in response, and lack of advertising the safety escort resource. She also shared student safety concerns surrounding doxing. Sergeant Brown committed to investigating response time concerns for escorts and assessing the need for additional resources during peak times.

In response to questions related to the CSU Systemwide Time, Place, and Manner (TPM) policy, the Chief discussed the distinction between masking to avoid detection during a crime versus masking for health reasons or to avoid being doxed when participating in free-speech and demonstrations.

Associate Dean Kiran shared updates on funded programs, including one called “Walk.”

## **V. 2025 CAB Survey**

Professor Gardiner reviewed the survey conducted almost four years ago and expressed plans to update and conduct it again during the 2025 Spring Semester. Professor Gardiner invited anyone interested to assist with the survey and outlined its various aspects. She also requested that board members review the survey to identify any questions that should be removed or replaced so the survey remains relevant and provides CAB and the Chief with further insight and guidance to support a safe and inclusive campus. Funding for the survey, approximately \$21,000, will be provided by CSUF PD.

Professor Gardiner will be joined on the steering committee by AVP Chik and AVP Daniels.

## **VI. Upcoming Events**

Chief mentioned that during the weekend leading up to October 7th there has been increased social media postings about potential protests. However, out of an abundance of caution, CSUF PD will have additional safety resources on standby in order to be prepared to respond if necessary for safety.

While there are free-speech activities planned on campus on October 7<sup>th</sup>, CSUF PD was not aware of any current safety threat(s) or concerns. The

constructive engagement tiered approach with the Quad Squad being visible and present to support free-speech and safety, with CSUF PD available to respond to keep the peace or during an emergency.

**VII. Round Table**

There was a brief round table due to running out of time.

**VIII. Adjournment**

The meeting was adjourned at 3:27 p.m. The next CAB meeting is scheduled for 2:30 p.m. on Wednesday, October 30, 2024

**October 30, 2024**

***In Attendance:*** Professor Christine Gardiner, ASI Chief Inclusion and Diversity Officer Andrea Ramirez Rivera, Professor G. Chris Brown, Sergeant Chris Brown, Assistant Vice President/Chief Diversity Officer Cecil Chik, Chief Anthony Frisbee, Assistant Vice President of Identity and Belonging Sonja Daniels, Associate Dean Kiran George, Facilities Coordinator VJ Kuan-Roberts, MSI Counselor Janette Hyder

***I. Call to Order/ Approve Minutes – Called to order at 2:35***

***II. New Business***

The Chief provided an overview of recent incidents and crimes on campus over the past couple of weeks, along with their outcomes.

Professor Gardiner suggested finding ways to inform the campus community when crimes are resolved to highlight the excellent work done by the CSUF PD. She believes this would be a great way to keep the community informed and build trust.

MSI Counselor Hyder mentioned incidents at MEChA, noting the positive interactions between students and the CSUF PD.

The Chief also raised concerns about doxing among students. To address this, the CSUF PD is exploring collaboration with IT and ASI on an informational campaign to raise awareness about doxing and provide guidance on prevention and deterrence. Sergeant Brown and Marissa Garza are currently developing a PSA focused on fraud prevention as well.

Statistics were shared regarding safety escorts:

- For personal escorts, the average time from dispatch to a unit arriving on scene is 5 minutes.

Facilities Coordinator Kuan-Roberts inquired about advertising overnight parking and escort services at the library. It was clarified that overnight parking is only available for residents. The escort program, however, is promoted across the campus, and PS5 is designated for students in housing during specified hours primarily during the weekend.

### **III. 2025 CAB Survey**

Professor Gardiner asked the group to review the survey and the revisions, including questions that were removed and new ones that were added. The group discussed various concerns, such as the reasons for specific questions and the wording used.

Assistant Vice President Chik raised the point that survey questions should be presented with enough context to ensure the campus community understands the purpose for asking such questions. The survey aims to gauge how the community feels about the police, their performance, and whether policing efforts are on the right track.

ASI Chief Inclusion and Diversity Officer Ramirez-Rivera noted that students might struggle to grasp the survey's purpose from a student perspective. Sergeant Brown suggested that some general questions might need to be refined. Facilities Coordinator Kuan-Roberts expressed concern about the length of the survey, stating it might be too long.

Professor Gardiner shared she will take everyone's feedback into consideration as the survey is finalized.

### **IV. Upcoming Events**

Not discussed.

### **V. Round Table**

Ran out of time.

### **VI. Adjournment**

The meeting was adjourned at 3:27 p.m. The next CAB meeting is scheduled for 2:30 p.m. on Wednesday, November 20, 2024.

**November 20, 2024**

***In Attendance:*** Professor Christine Gardiner, ASI Chief Diversity and Inclusion Officer Andrea Ramirez Rivera, Professor Greg Brown, Sergeant Chris Brown, Chief Anthony Frisbee, Associate Dean Kiran George, Facilities Coordinator/Administrative Analyst VJ Kuan-Roberts, Executive Director Patience Bryant, MSI Counselor Janette Hyder

***I. Call to Order/ Approve Minutes – Called to order at 2:32***

***II. New Business***

CAB Milestones / Goals for 2024:

- Chief Frisbee highlighted the need for assistance with the community forum, with planning set to begin after the new year. Facilities Coordinator Kuan-Roberts recommended securing a date and location for the forum as soon as possible. Further discussions about the forum location will be held later.
- The CAB community survey is scheduled for release in February 2025, with results available by the end of the semester. Executive Director Bryant suggested focusing on marketing to ASI and collaborating with the Academic Senate and other partners.
- Chief Frisbee and Executive Director Bryant proposed creating a "reel" to introduce the Advisory Board to the campus community, potentially collaborating with the Dream Center, MEChA, and similar groups. ASI Chief Diversity and Inclusion Officer Ramirez Rivera emphasized the importance of providing a clear description of CAB. The Chief will have Marissa Garza follow up with the group regarding videos, reels, and related plans.
- Draft of Annual Security Report will be coming out this month.
- Chief Frisbee suggested Board members could bring a guest to a future meeting, with details to be finalized at the first meeting of the new year. Further discussion will cover who is eligible to attend, with a limit of one guest per person. The February 25th meeting will serve as the designated session for guests to attend and for discussions about the community forum.

***III. Immigration Topics***

Current policy prohibits university police officers from asking about anyone's immigration status. If federal agents come to campus, the University Police Department will aim to ensure any actions occur in public areas, avoiding entry into centers or classrooms. If federal agencies do not notify the university of their presence, the university's ability to intervene will be limited. Chief Frisbee is optimistic that higher education institutions will remain largely unaffected.

The Chief will soon disseminate updated information about immigration policies and potential scenarios. ASI Chief Diversity and Inclusion Officer Ramirez Rivera suggested placing pamphlets in the lobby to highlight available legal services. ASI Chief Diversity and Inclusion Officer Rivera also recommended inviting the resource center in January to provide information on individuals' rights.

#### **IV. CAB Survey**

For marketing the survey, a potential approach discussed was hosting tabling events during ASI activities. Members would need to assist with these efforts. The group also identified potential high-traffic locations, such as near Starbucks, the dining hall, or coffee areas, as optimal spots for engaging with participants. Further discussion is needed to finalize these plans.

#### **V. Round Table**

Nothing discussed.

#### **VI. Adjournment**

The meeting was adjourned at 3:33 p.m. The next CAB meeting is scheduled for 2:30 p.m. on Wednesday, December 18, 2024.

**December 18, 2024**

***In Attendance:*** Professor Christine Gardiner, ASI Chief Diversity and Inclusion Officer Andrea Ramirez Rivera, Professor Greg Brown, Sergeant Chris Brown, Chief Anthony Frisbee, Associate Dean Kiran George, Facilities Coordinator/Administrative Analyst VJ Kuan-Roberts, Executive Director Patience Bryant, MSI Counselor Janette Hyder

***I. Call to Order/ Approve Minutes – Called to order at 2:32***

***II. New Business***

A survey link will be distributed to faculty, staff, and 35% of students (limited due to the number of concurrent studies). All participants, including DSS students, will be eligible for an opportunity drawing. Chief Frisbee offered Professor Gardiner to contact Marissa Garza to have the survey promoted via digital display boards. The survey is planned for the first week of February through March 3rd, though Professor Gardiner will request a slight extension to align with the Healthy Mind Survey. ASI Chief Diversity and Inclusion Officer Rivera suggested hosting a table in February with ASI to boost student participation by either sharing or having their own table. Professor Brown recommended involving the Faculty/Staff Association, while Associate Dean George proposed contacting various colleges and their deans to circulate emails to chairs, students, faculty, and staff.

To maximize exposure, Chief Frisbee requested Professor Gardiner draft a promotional letter from the Board, which the Chief will distribute to those areas the Board members recommended. Sergeant Brown proposed starting the survey a week earlier to coincide with Discover Fest (second week of the semester) and reach students while they are still finalizing schedules. Professor Gardiner agreed to request this adjustment to capture attention during Discover Fest.

Professor Gardiner suggested Board members volunteer 2–4 hours for tabling events in February and March to promote the survey and the Board. Coordinator/Administrative Analyst Kuan-Roberts approved as long as members receive advance notice, though Professor Brown expressed 4 hours might be excessive. Chief Frisbee emphasized targeting the SRC, Discover Fest, and the farmer markets for outreach, with additional help from Marissa Garza for A-frames, flyers, and other promotional materials. ASI Chief Diversity and Inclusion Officer Rivera recommended engaging BSU and dedicating an hour to work with students.

Professor Gardiner will organize a volunteer sign-up sheet to coordinate efforts effectively.

### ***III. Campus Safety Updates***

The Chief provided an update on a recent incident involving a student who was confronted by an unaffiliated individual armed with a hatchet-like tool while walking early in the morning. Fortunately, the student was not physically harmed, and the university police were able to quickly respond, locate, and take the suspect into custody. Additionally, there was a 5150 subject, and coordination efforts were made by university police to travel to Anaheim and retrieve a firearm.

The Chief also addressed a hate incident involving despicable racist graffiti, which was promptly cleaned up likely before anyone saw it. The department is conducting extra patrol checks in the area during finals. No further incidents of this nature have been reported.

Lastly, Coordinator/Administrative Analyst Kuan-Roberts noted that CSO presence at the library has been effective, with everything proceeding smoothly.

### ***IV. Round Table***

N/A

### ***V. Adjournment***

The meeting was adjourned at 3:15 p.m. The next CAB meeting is scheduled for 2:30 p.m. on Wednesday, January 22, 2025.