Meeting Minutes: January 18, 2023

The meeting was called to order at 3:03 pm

Approve Minutes of November 30, 2022 Meeting:

Minutes approved 34-0-1

President’s Report:

- I hope that everyone had a wonderful and productive break.
- We have already started programming this semester - We had a wonderful “Let Freedom Ring” program celebration on Monday to kick off the start of the semester.
  - Thankful to everyone who had a hand in it, especially those in Keith Jenkins’ organization. The food was really good, kudos to RIT Catering.
- We have our regular Expression of King’s Legacy on January 31st. The principle behind the 1690 project is our speaker and she is widely known across our nation.
- Congratulations to Provost Ellen Granberg on her new position as President of George Washington University. She has been and is amazing and will go on to be a great president.
  - This is a sign that RIT has “arrived”. At top universities, it’s an honor but also customary for the provost to become president at other top universities. In my previous role, I served under 5 Provosts in 14 years that went on to become presidents at Virginia, Cornell, Dartmouth, etc.
  - She will be with us until July 1, 2023 and is working with many people on a variety of projects that she hopes to finish before her transition.
- Congratulations to our faculty for their effort in research & scholarship as well as writing proposals and bringing money to the university. Ryne Raffaelle refers to this past December as the “December to Remember” due to the large numbers of proposals written, numbers of dollars requests and number of awards received We are at a point where the federal government has a lot of money available for research.
- Commencement speaker for May 2023 will be Thomas Zurbuchen, an Associate Administrator for NASA.
  - He is in charge of the research programs and very involved in many missions.
  - He is a powerful entrepreneurial-type personality that our students will love.
  - The official announcement will be made soon.
  - We will be also be announcing honorary degrees at the ceremony. We want to be able to attract amazing people to our campus that can come and participate in our commencement and add in measureable ways to our festivities.
- As I mentioned last semester, please get involved on campus and spend time with our students—whether that be going to athletic contests, concerts or a host of other events. There is a lot to do on campus.

“Transforming RIT” Campaign Update (presentation files available on the University Council website)

Eileen Thrall, Asst. VP for Principal Gifts and University Campaigns
Ryne Raffaelle, VP for Research
Vanessa Herman, VP Gov’t & Community Relations

- We are in the completing stages of a billion dollar fundraising campaign. How RIT raises funds is somewhat different than some schools. When the campaign was launched a number of years ago, there was a focus on bringing in money from all sources, not just philanthropy but also money from federal research grants and other outside organizations.

GOAL
- We are in the final stages of a billion-dollar blended campaign, currently at 99% of goal
  - We are up 129 million in the campaign
- We count research, government, and philanthropic dollars within the campaign and all of those areas are up considerably.
  - Teamwork between the three units has brought in 15 million dollars.

PRIORITIES
- Tiger Stadium/Athletics
  - $1.8 million raised so far toward the $5M fundraising goal
  - We have a potential donor who may provide a significant gift in order to assist with reaching the goal.
- The SHED
  - We are looking at opening it during Brick City Homecoming weekend
  - We are at $21M of our $25M goal
- Saunders Expansion
  - Over $20 million raised toward the $26 million goal, which includes funds secured from the state of NY.

ENDOWED PROFESSORSHIP CHALLENGE
- We want to support students, professors, and our staff, so we are seeking out donors who can contribute gifts that RIT will match.
- We have secured two professorships from the College of Science
- Four additional professorships across various colleges that we are actively pursuing.
- We are looking for donors who can give at least a million dollars.
- Professorships tend to be trickier to secure from a fundraising standpoint, and that’s why donors are very important.
- It also allows the opportunity to steward the impact of these professorships so that the donors end up being the “starburst effect” of them.

GOVERNMENT FUNDING UPDATE
- We secured two million dollars in Omnibus Bill for RIT for clean room updates and KGCOE.
  - We have already started our request for this year which will be double that amount.
- We have started our state advocacy on January 10th.

TIMELINE
- We have raised $991,000,000 for the university.
● We expect to close the campaign on June 30th, 2023 and we expect to surpass our goals, let's keep going!
● We will be having campaign celebrations during Brick City Homecoming Weekend 2023.
  ● we will have opportunities to celebrate the opening of the SHED and the research and philanthropic contributions to the campaign.
  ● We will be hosting a dinner for donors of $100,000 or more and key volunteers who impacted the campaign by bringing together all of these groups to thank them for their contributions.

Q: It might be helpful if you say a little bit more about the philanthropic side to understand how much was raised because the largest category on the philanthropic side is students. I believe we raised something like $140 M for student support. Another really large bucket was endowed professorships. It's helpful to know what we are raising the money for. We can't just go to a donor and say we need money for “x”, we are always encouraging donors to support students and faculty.
A: I don't have the exact numbers in front of me, but it is well over a hundred million for student support, scholarship aid in particular, and undergraduate research support. We do have several professorships, I believe 13 that we secured throughout the campaign in total. Our strategic plan is what fuels our campaign - student support, professorships, experiential learning, from athletics to student clubs, study abroad, and classroom spaces. Our performing arts, musical theater is one we are working on. We also focus on research. We looked into the interdisciplinary nature of RIT and supporting those additions. (Ex. research centers, Cybersecurity Institute and Magic Studios). We want students to have the top equipment that can support individuals and nurture big and bolder creative ideas. Unrestricted support is another area we have been trying to secure funding for. People want to know to where their money is going. As fundraisers we need to encourage them to share their resources. Over the past year, we have brought in 32 million in philanthropic support, 104 million in research support, and 11 million in government support. This has factored in the overlap and $991 million is a true number.

Minors on Campus Update (presentation files available on the University Council website)
Cara Mulvaney, Director, Youth Compliance & Protection

We have many instances when minors are on campus for research and summer camps and there certain rules in place to protect RIT as well as the minors.

INTRODUCTION/POLICY BASICS
● This position (Director, Youth Compliance & Protection) was created in April 2020. At that time, there was an interim protection minor policy in place. The first task was to get the policy finalized. This process took place during the height of COVID.
  ○ Initial work happened when few youth programs were taking place.
● The internal audit was recently been completed and the report should be released soon.
● Because it is a new policy, we were able to fine-tune and audit it.
● If you know of a minor (under 18) being abused and neglected, it is important to call public safety.
● We are also trying to track what programs are going on campus. We have camps, prospective student programs, WiC, and all these different groups that are bringing minors on campus for various reasons.
  ○ Want to understand where the minors are in terms of student activities.
● Volunteer registration for non-RIT employees or students as well as background checks on anyone engaging with minors.
New York State is reinforcing this - The governor has said even if you are not running a camp, you need a background check.

- We have youth safety training on identifying and reporting sexual conduct.
- Overall understanding of boundaries.
  - It is important to understand what is expected of an individual when working with minors.
- U.S. Department of Education Program Review Report of Baylor University which concluded that there needs to be Campus Security Authority (CSA).
- Supervision is the next big piece - if minors are here, we need to make sure they have proper supervision, checking in and checking out, especially when they are released from the program.
- Youth Protection Advisory Committee – to be created this calendar year
  - This will involve public safety, legal, management, and different groups that can look at the regulations around them.
- Recent developments
  - The internal audit has been completed and the report is being released today
    - It has very specific recommendations
  - Implementation of Ideal-Logic Youth Safety System and Participant Registration System
    - Ideal-Logic is a company that can centralize all of the youth protection paperwork. It will tie participant registration to program information and give a good overview of what is going on at campus related to minors.
- Youth Protection information is housed on the K-12 University Center website.

**NEXT STEPS**

- Implementation of Ideal-Logic systems
- Campus-wide email announcements – working on communication and strategy
- Identifying deputy youth protection contacts to expand the team
- Developing an escalation policy regarding non-compliance
- Establishing an advisory committee
- Exploring addition of youth product implementation to the annual discrimination and harassment training as well as new student orientation and employee onboarding
- Strategies for ongoing client monitoring. We want to make sure that we mitigate risk and protect minors and RIT.

**Q:** Most folks may not read into specifics concerning this policy. Can you mention two or three ways one can “mess up” or things to be generally aware of? There are things we ought not to do and others we should do. What are some common pitfalls?

**A:** One thing is thinking about supervision and making sure we are keeping an eye on the students that are minors and that interacting with, whether that is for internships or a camp. We need to ensure we have people watching and monitoring interactions. Try not to be alone with them or participate in private communication, even electronically. You really shouldn’t be texting, emailing, or alone in a car privately. You want to have at least one screened adult who has gone through the process present. Overall try to avoid one on one interactions. This is for virtual and in-person interaction. During COVID access to minors increased for people to act inappropriately online. From the internal audit there was a strong emphasis on supervision. We want to include policy during onboarding for all- they should be reading the policies, that way they are aware. Not just students but all faculty and staff.
Q: I think a lot of the colleges host several programs that span a lot of areas for ownership, especially surrounding high school programs, admission, and open house. How do we determine where responsibilities lie?
A: I go to those who are running those individual programs. In the future, I plan to meet with deans and working from the top-down, so that they are aware, and can help navigate the responsibility and creating more awareness of these policies. I am working on the best way is to get the leadership informed and I am looking for support and advice on how this should be managed.

Q: I can imagine we have a lot of students assisting with the summer camps and programs as well. I can imagine a student who is 20, with a minor who is age 17 (close in age), and they are doing things one on one - is that student in the same position as a faculty member who is for example, 50 years old? We have someone who is not a minor interacting with a minor. Do the same rules apply?
A: Athletics experience this a lot. They are working in camps where they come across these scenarios. We are trying to figure out the best way to get this information to our student groups. You are correct, even if they are close in age, screened adults and minors should not be texting or going out one-on-one. You are in the same position as any other faculty or other adults on campus. We are looking at who can serve as a chaperone for minors on campus? There are still things we need to figure out but our students also need to make sure to keep that boundary between them and the minors.

Q: During recruitment, we frequently have outreach from students who are in high school reaching out constantly in contact with pre-college questions, or programs at RIT. Do I CC a supervisor during these interactions?
A: Yes, copy a parent if possible or even copy a standard department email address as well. Having someone else on the email can help, and this information will be put into the broader campus education program as well.

Comment: Especially when you work in admissions it can be harder to mitigate the risk.
A: Yes, at least you know what is expected and how to mitigate the risk.

Q: How does an instructor or an advisor engage with a RIT student who under age 18?
A: The minor policy only applies to matriculated students. The mandate to report an known or suspected abuse applies to everyone but the program's registration and staff screening, etc. does not apply to matriculated students. Student Affairs has their own policies in place.

Comment: I guess my question wasn’t about screening but if I was teaching a class for freshman?
A: That's my point, it doesn't apply in that way. You don't have to worry about being screened in case some of your students are minors.

Q: More and more prospective students are getting LinkedIn accounts, and they reach out to me via messaging and social media. How does one manage that?
A: You might add something to your profile that says “If you’re a minor please don’t message me directly, reach out via email”. If you can avoid it, avoid it. Or you might respond to the message advising to contact you via email. Based on what other universities do, they suggest locking down your social media, but that's not always practical. So, figuring out how to mitigate the risk (again).

For more specific questions, please contact Cara directly.
Eight Sections of Brocade
Yong Tai Wang, Dean, CHST

- Introduction of a special stretching exercise. Advised to look on YouTube for more examples of these exercises.
- We really enjoyed stretching with our CHST Dean. Thank You for the demonstration.

Student Orientation Update (presentation files available on the University Council website)
Sara Bayerl, Senior Associate Director for Campus Life
Eric Pope, Associate Director for New Student Orientation
Chelsea Petree, Director of Parent & Family Programs
Josh Sitte, Student Orientation Leader

- We want to thank all staff and students for helping out with orientation this year, it was our first fully back in person in three years with our largest class ever. We had a week-long exploration of RIT with new students.
- We had 8 days of programming (Aug. 14-21) - two welcome days and 6 days of regular programming.
- It took us approx. 11 months to plan (started in September 2021), so it’s a very long-term project with lots of moving parts.
- There were 187 orientation staff members that supported this year’s program.
  - 143 orientation leaders who each had a group of 25 students to guide that week.
- There were 231 programs during those 8 days of programming.
- There were 3547 students involved in orientation (3252 freshman and 295 transfer).

GOALS OF ORIENTATION

- We want students to feel informed about RIT before their arrival on campus.
- We want them to feel prepared academically so they feel successful.
- We want them to feel connected to the RIT community.
- We want them to feel like they belong here at RIT.

WHAT’S NEW?

- Incoming Communications Program
  - Orientation, Parent and Family Programs, Student Affairs, Marketing and Admissions all worked together to have a full plan for incoming parents and students. This ensured that everyone was sending the same messages to parents and students and not missing important information.
- Welcome Days
  - Pre-pandemic there was only one move-in day. During the pandemic, we learned to expand to two move-in/welcome days. This allows for better resources, energy and staff and to give the best experience to incoming students and families.
  - Last year, the language was changed from “Move In Days” to “Welcome Days” since not everyone is moving in (ex. transfer, commuter and graduate students). We want to be inclusive of all communities.
- Name Tag Printers
Printers were purchased so that students were able to print a name tag with their preferred name. It was a small change but had a major impact.

- **Virtual Orientation**
  - We purchased a platform that made it easier for onboarding students to feel connected with their peers going through the same process.
  - Our students want to hear about us sooner. So through the virtual platform, we started immediately engaging with students right after high school ended.
  - Part of the platform includes embedded videos made by the students themselves.

**GOALS OF FAMILY PROGRAMMING**

- We have goals for students, but also for our families.
- We want to make them feel comfortable so that when they leave their students, they know we have their best interest in mind.
- We also want to make sure they understand the available RIT resources and that they are comfortable directing their student to those resources.

**ACADEMIC DAY**

- A central part of our programming, students are able to spend a day where they meet the faculty and staff within their program. They can be connected and immersed with their classmates to build that community.
- Some colleges focus on the academic piece and some focus on the community-building piece. No one college does the same programming.
- 93% of students said they felt connected to their college after participating.

**ORIENTATION STAFF**

- 99% of students reported they were able to connect with their Orientation Leaders (OL).
- 97% of students reported their OL had a positive impact on their transition to RIT.
- The OL team are some of the first impressions at RIT so how they conduct themselves impacts the students.
- The OL team was very diverse this year, even including a fully deaf team. Last year it was mixed with signers and non-signers, but this year's team worked out really well.

**STUDENT EXPERIENCE**

- 81% of students indicated that they were satisfied with their overall orientation experience.
  - One item that was an issue was dining – there were some DHH students who needed an interpreter but one was not available at that time which made communication difficult during the meal.
  - OL worked a full week from 8am – 10pm and were very dedicated and exhibited a great effort to make lasting connections. Many kept in touch after orientation and are able to give them support throughout their college experience.

**CHALLENGES**

- Space - As our first-year incoming classes grow in size, there are some challenges in space to accommodate the large groups.
  - Using outdoor spaces help to alleviate some of these challenges.
  - Planning to use the SHED for some programming in the future.
- Staffing – Not all staff is back during orientation week and some programming also takes place during the weekend which does not work for some RIT employees.
● Community Engagement - We would love to see more university-wide involvement. If you know anyone interested in volunteering, please contact the orientation office.

Q: How was the orientation experience for some of the students in this meeting? The ones that are here, what were the good things, or things that can be changed, or were missing?
A: I was a 2020 baby, which was already rough. We had to be in classrooms for commencement and it wasn't inclusive. The training was strenuous but fun. I had some friends there and enjoyed making new friends and there was a lot of excitement around it too. I would like to see more information in the binders about training and more ALANA representation.
A: I was an OL in 2020, and that experience was stressful for staff and students. Kudos to the orientation staff, they learned a lot during the pandemic. For context, OL was with their students from 8 am to 8 pm basically, with very minimal programming. I think something I would like to see is making them more accessible. Sometimes it's due to a lack of interpreters and other factors.
A: I was in the last orientation before COVID (in 2019), kudos to the orientation staff. They learned a lot dealing with the orientation during COVID. 2020 orientation leaders were with students from 8am-8pm with very minimal programming which was unfortunate. I want to see orientation be as successful as possible.
A: I was in Orientation during 2018. During this past orientation, I was one of the people that Sarah reached out to volunteer with driving the golf carts and also working the information booths - it was very relaxing because who doesn't like driving golf carts around campus and interacting with parents? I was able to help them to be successful during their orientation and most of the time it was worth it.
A: I was in Orientation during 2020 so I understand that my situation is a lot different than what it has been these past two years, but something I miss during orientation, as a somewhat introverted kid at the time, was I didn't get a lot of time during the day, which was kind of shocking because I was an only child. So I think having that alone time throughout the day is very helpful, especially for those that get burnt out and need some time to themselves.

Comment: So you're not the only one who felt that way. We received feedback and this year we had a zero programming day. We built in breaks this year during the day, so students could have that alone time to decompress. We know not all of our students love the interface programming model, and we had a lot of “opt-out” options for certain programming.

Q: Are there any plans to bring back pre-orientation for certain groups on campus?
A: Not at this time. It was not possible with the amount of students that needed to be brought in.

New Business

● The Provost search is starting immediately. We have contracted with Isaacson Miller search firm to assist us.
  ○ We will have representation from our three governance groups (Faculty Senate, Staff Council and Student Government) and get our committee solidified. We hope to have somebody in place in time for the fall semester.

Meeting adjourned at 4:34pm

Attendance – see next page
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Interpreters: Danielle Cohen and Kirsten Borkowski

UC Coordinator: Tamaira Brown

Student Assistant: Ugo Okogeri

Tech Crew: Will