**Florida International University**

**Health, Safety, and Wellness Committee of the Faculty Senate**

**Minutes of Meeting, Tuesday, November 29, 2016**

**Present:** Deborah Sherman, Dietrich Lorke, William Darrow, Chief Alexander Casas, Ruben Almaguer

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| **Topic** | **Discussion** | **Outcome** |
| * **Emergency Management**
 | * R. Almaguer provided a thumb drive and web- link to a 3.5 minute video to prepare students, faculty and staff in emergency care of an unconscious person (CPR), as well a control of bleeding.
* Discussion of inclusion of the emergency link into all FIU Blackboard courses (on campus and on-line) to promote the health, safety and wellness of all FIU Community members.
 | * Presentation to Faculty Senate Steering Committee regarding motion related to insertion of a link in all Blackboards regarding “Emergency Care.”
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| * **Public Safety**
 | * Chief Casas discussed the use of a Smart Phone Application (Panther Guardian-Raven) which will have a “soft” launch in Fall, 2017.
* Chief identified the Safety email a as Police.fiu.edu.
* The Chief also discussed the inclusion of a 5 minute video into blackboard related to active shooter event on campus to increase student, faculty and staff safety, reinforcing the “Run-Hide-Fight” strategy.
 | * Presentation to Faculty Senate Steering Committee regarding motion related to insertion of a link in all Blackboards regarding “Active Shooter.”
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| * **Team Emergency Contacts in Case of Campus Emergency**
 | * R. Almaguer indicated that in the case of a campus emergency the Provost and Highest level FIU administrators are contacted, including chief of staff, administrative coordinators and the Associate Dean of Academic Affairs.
* R. Almaguer indicated that every University Department/College/School has a COOP (Continuity of Operations Plan) and the Dean of the College identifies who works on the COOP and the building manager who will work with fire marshals.
* In the case of an emergency, the Building Manager for every building also works with the lead individual identified at the floor level of a Department/College/School. This requires training of these individuals as they decide with safety officials to evacuate the building or stay.
* The Police is the Emergency Contact for all safety and emergency events. The Chief of Police will call the Dean’s office and call facilities at FIU.
* In case of an emergency, there are notification systems and Public Announcement systems in each building to give building occupants directions on how to proceed. Work is underway to make this a more systematic process so that information filters to all levels of administration and staff in case of an emergency.
* The three levels of safety are: Police Security, Environmental Health and Safety, and Emergency Operations (including pre-event planning and event management).
 | * This information will be reported during the Faculty Senate Steering Committee meeting with the Provost, and included in HSW Committee end of year report.
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| **Concussions on Campus specifically related to Athletes** | * Athletic training staff treat individuals with a concussion on the scene based on a concussion protocol within a designated time-frame.
* If deemed necessary, fire rescue is called to the scene.
 | * This information will be reported during the Faculty Senate Steering Committee meeting with the Provost, and included in HSW Committee end of year report.
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| **Substance Abuse on Campus** | * If a student or other individual is involved in the use of substances on campus the police write a report and may respond in the following ways: 1) a “promise to appear citation” the student is referred to Counseling Services on campus; 2) a civil intervention in which the student is given a “ticket” for the violation; or 3) the police may make an “arrest” and the individual is taken to jail.
* The Police Chief reports that there if not a “high level of drug dealing on campus.”
 | * This information will be reported during the Faculty Senate Steering Committee meeting with the Provost, and included in HSW Committee end of year report.
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| **Background Checks of Staff and Faculty who apply to work at FIU** | * Human Resources conducts background checks on individuals employed by FIU.
* Human Resources can give the HSW committee information regarding the level of background checks required at FIU for staff and faculty.
* Clarification is needed regarding the appropriateness of checks regarding: Post-criminal history; outstanding bench warrants; and identification as a sexual predator.
 | * D. Sherman will schedule a meeting with Human Resources to discuss current level of background checks of employed staff and faculty.
* D. Sherman will report the findings at the Faculty Senate Steering Committee meetings with the Provost.
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| **Future Meetings with Chief Casas and Ruben Almaguer** | * Chief Casas and Ruben Almaguer emphasized the value of meeting with the members of the HSW every semester
 | **Meeting Scheduled with Chief Casas and Ruben Almaguer for Monday, January 23, 2017 at 11 am in the Police and EM Command Center PG Room 215.** |