



GPSC General Assembly Meeting Agenda: September 17, 2013: 6:30pm, 0016 Westbrook

Presiding Officer: Shannon O'Connor

Refreshments: Junchi Li, Yilin Liu

6:30pm: Welcome and Call to Order

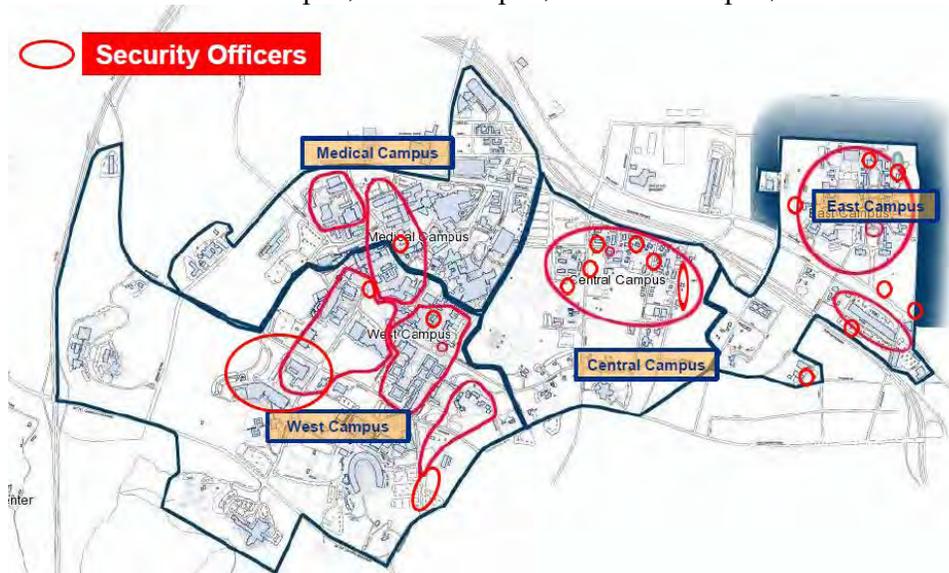
Shannon O'Connor

6:31pm: Invited Speaker

Major Sara-Jane Raines: Operations Commander of Duke Police

- The mission of the Duke Police Department is varied
 - Prevent and mitigate conduct which threatens life and property (they have their own threat assessment team that analyzes patterns of behavior, etc.)
 - Help those in danger
 - Protect constitutional guarantees (for example, freedom of speech)
 - Assist those who cannot care for themselves
 - Resolve conflict
 - Facilitate movement of people and vehicles
 - Identify problems that have the potential to become more serious
 - Create and maintain a feeling of safety
 - Respond to and stabilize incidents such as fires, terrorist threats, natural disasters
 - Try to balance presence with non-intrusiveness
 - Support teaching, research, and health care – want us to go about our work without having to worry about safety
- Who is on Duke's campus?
 - 15,000 students (graduate students outnumber undergrads 2:1)
 - Outpatients and inpatients on the hospital side, as well as their visitors
 - Visitors to various parts of campus
 - Faculty and staff (fun fact: Duke is the 2nd largest employer in the state. 1st largest is Walmart)
- What locations do they protect?
 - West, East, Central, hospital, and clinics
 - They also provide support to: American Tobacco Campus, Beaufort, surrounding clinics, Duke Raleigh hospital, and new clinics opening in Virginia and South Carolina
- What areas of campus life is the police force involved in?
 - Resident life: undergraduates, faculty
 - Research: researchers, as well as their equipment and hazardous waste, etc.
 - Employment: with 35,000 employees, there will be workplace disputes, terminations, and potential for workplace violence
 - Special events: they manage these for the most part
 - EMS: we have our own EMS force that is made up mostly by students but also faculty and staff. They are the primary responders to emergencies on campus
 - Traffic: in and around campus
 - Patient care
- There is a changing landscape among university police forces across the country

- This is in light of the tragedies at Virginia Tech, University of Texas
- As a result, there are certain Homeland Security and Federal compliance issues to deal with that municipal police departments do not. For example, they have to notify us about severe weather alerts.
- There are 3 interlocking strategies that create safety on campus
 - 1) Operations: staffing and security officers
 - 2) Building structures: how they are made, how you access them, landscaping and lighting
 - 3) Technical security: card-readers, strategically placed cameras
- Who make up the staff of the police force?
 - Police officers
 - On a variety of vehicles, such as cars, bicycles, Segway's, and T3s.
 - Security officers: They are proprietary, meaning Duke pays Allied Barton a contract and they provide the staffing. You will mainly see them around the hospital and clinics.
 - Full service investigation division: investigate cases from misdemeanor to murders. Very well trained unit
 - Emergency communications center: Takes all 911 calls from landlines on campus and some cell towers on campus. They communicate instantaneously with the Durham 911 call center so there is no delay.
- Patrol zones
 - Divided into East Campus, West Campus, Central Campus, and Medical Campus



- Since last semester, they have added more security staff (again, this is contracted from Allied Barton). When robberies happened in the Spring, they added more staff, and again more in the summer and fall.
- Each circle represents an officer in a patrol area
- In regards to the proposed road closures, this has been on the table for 1.5 years and is not just reactionary to recent events. The goal is to limit night time access to non-Duke affiliated people and stop people from crossing through campus on their way to somewhere else.
- Technology
 - Emergency communications center: monitors alarm systems (fire, burglar, panic, intrusion) and answers phones and dispatch police and security to calls
 - FYI: if you prop open a door with a card reader, it sets off an alarm and someone will be dispatched to close the door

- Help phones: 400+ (this is a lot). Not often used, but make people feel safer. They are always taking feedback from students, so please let them know if you want one placed anywhere.
- Security cameras in critical areas on campus
- Outdoor warning system: 7 towers
- How you might find out about an emergency: Text alert, email alert, and outdoor warning system
- Crimes on campus (last year's data. They report data in October for the previous year)

Clery Crimes	
Burglary	41
Agg Assault	1
Robbery	0
Forcible Sex Offense	7
MVT	5

Theft	
Laptops	40
Bikes	39
Phones	29

- Clery crimes
 - Burglary: anytime someone walks into dorm or office and takes something
 - Aggravated assault: we don't get many of these. When it happens, it's usually undergrad-on-undergrad involving alcohol, or people in the emergency department
 - Sexual offences: there were only 7 reported cases (to the police and to the women's center). Knowing this is a university and knowing national statistics, people are probably not reporting them.
 - Motor vehicle theft: a lot of scooters are being stolen, and this is a big national trend
 - Thefts
 - Sexual offenses- 7- not many reported to us. This is to us and women's center.
 - Motor vehicle theft- scooters being stolen. Really big national trend.
- Thefts
 - Laptops are big items (40)
 - Phones (29) – apple products are numerous in the marketplace and thus are more stolen as well
 - Local malls have kiosks where you can deposit a phone, it scans it, and give you cash. This is good for bad guys, bad for us.
 - They had worked with the Durham PD to get the one in Northgate Mall taken out but there are others
 - Bikes are also stolen: there was one stolen the other day where the person locked the front tire only, so the thief stole the rest of the bike and a tire from another bike. Please lock your bikes up appropriately!
 - The police department has little say into where bike racks are placed. They are often tucked away as to not interfere with the aesthetics of the building
- Some crimes that were solved by the Duke PD
 - The Duke PD did find out who committed the robberies in the gardens!
 - This was a joint effort between many departments: Wake County provided the sketch artists, there were tips from Crimestoppers, and once they figured out who did it, the Marshall's office was involved to actually find and apprehend the people

- The people who were arrested now have some very high bonds on them (\$2.5 million and \$3 million). These folks were not involved in theft cases on campus, but also were part of a half dozen robberies in the city of Durham.
 - In addition, there had been an uptick in thefts along the research area during the summer (iPhones, tablets, laptops were being stolen along Research Drive from the Erwin Road down to the CIEMAS and LSRC areas).
 - 3 people were apprehended and are in jail, and we have had hardly any thefts in the research area since the end of August.
 - They have some of the highest bonds for robberies (\$2.5 million, \$3 million). Not only solved this case but also some other theft cases on campus and a half a dozen robberies in the city of Durham)
 - *There were a lot of comments in the safety survey of students wishing to hear about these arrests and wanting to know what the Duke PD has accomplished. The Duke PD would be happy to spread this news, but a lot of it is dependent on what the local news is interested in. They don't really like to write about small cases where 2 people are arrested for stealing things at Duke.
 - New things that are being done
 - Increase in staffing
 - This will occur mostly at night. You will see them in reflective vests
 - Have had a specific strategy to place them at bus stops, but people have complained that they see a security officer that has been standing in one place for hours. Well, that is what they are supposed to do! Having them at bus stops and other strategic places helps people feel safe knowing they are always there. In addition, they are happy to walk you to your car or apartment.
 - Stationary security is combined with patrolling security, who are patrolling interior areas and especially those areas that are unlit, have a lot of foliage, or are otherwise scary
 - They have been cutting foliage since August
 - Hired a security consultant, who recommended this (even though Duke PD has been pushing for this for a long time!)
 - Trying also to increase site lines. They are trimming some bushes down and limbing up trees
 - Also working on lighting
 - Right now, there are areas that are well lit and not so well lit.
 - They've made some changes in Central Campus where they've hardwired lights so that they are on all the time. This helps both residents and those who park there
 - They are changing to LED lights.
 - LED lights are really bright and render colors more true to daylight. In contrast, the old lights are high pressure sodium lights, which give off more light than LED but change the color, which make people feel less safe because they can't recognize things.
 - This is an ongoing and slow project, so bear with them as the transition occurs. For a while, you might see old and new lights juxtaposed. It takes a while for your eyes to adjust when going from one to another.
 - The back of the renovated Baldwin auditorium has LED lights and looks great! This is hopefully what the rest of campus will look like eventually
 - Threat assessments

- We have an excellent threat assessment team, and it is very important to the Duke PD to be about to gather information, identify unsafe conditions before they become a problem, and mitigate any situations before they escalate
- What people at other schools after major disasters (i.e. VA Tech) is that everyone had only bits of information, that if reported could have together painted a picture of a dangerous person.
- Therefore, as students we need to report things to them, even if we think they are minor.
- The threat assessment team is comprised of people from the police department, student affairs, case management, CAPS, human resources, hospital risk management, etc.
- They are very concerned about this. Make people safer. Need to identify these conditions. Need to be able to engage in mitigations cases.
- Citizen police academy
 - 2nd session was Monday night
 - Next one will be in the spring
 - Preference will be given to students
 - Application on their website: http://duke.edu/police/outreach/dupd_police_academy.php
- Major Sara Jane is happy to answer any questions or address any concerns
 - 919-684-2210
 - Sarajane.raines@duke.edu
 - There is nothing more important in the world than higher education and pursuit of truth. This is what she loves to do!
- Questions from the GA
 - Representative from Fuqua: Can you speak more about the contract security?
 - Response: They are contracted from Allied Barton, to which Duke pays a contract. They security officers are not paid directly by Duke. If we need more security officers in certain places, we tell Allied Barton and they place them immediately. They can be moved around as needed
 - Representative from Fuqua: At his undergrad, they had students who would do the job of walking other students around campus, etc. Can this be done here?
 - Response: We have done this in the past (Safe Walks) that was mostly comprised of undergrad volunteers with some grad students and staff. However the undergrads have mostly gotten used to having security do this job and there are not many students willing to volunteer. If there was a student initiative to restart the program, please let Sara Jane know because she would be interested in helping out
 - Alease Brown, Divinity School: She had heard some rumors about the robberies in the gardens, that the victim had called 911 but there was a delay because the call was routed to the Durham call center rather than Duke. Is there a way to publicize how to contact Duke Police directly so we don't run into this trouble?
 - Response: Where the call goes to depends on what type of phone you use and where you are on campus. If you use a landline at Duke, it will go to the Duke call center. If you use a cell phone, it depends what cell phone tower picks it up. That being said, calls to the Durham call center are instantaneously routed to Duke for relevant cases and there would not be a delay. In the case of the garden robbery, the delay was not due to a call re-routing. As with any case in which a person was put in danger, each person reacts differently. One victim chose to go to a safe place before calling police (and in fact had their cell phone stolen so could not call immediately) which accounts for the delay. 911 will

always get you emergency services, however if you want to contact Duke Police directly, problem this number into your phones: 919-684-2444

- Abbe LaBella, Student Group Chair: When is it appropriate to call?
 - Response: Always call, even if you don't think it's a big deal. If you can give a good description, there is a good chance they can find the person you are calling about.
- Sasha Makohon-Moore, Cell and Molecular Biology: Do you have statistics on how long it takes for a police officer to arrive if you call from one of those help phones?
 - Response: Major Sara Jane did not have the number on the top of her head, however this is a statistic that they can in fact run (they do quality assurance on a number of different things regularly). Generally speaking, they can get an officer to any location on campus within 4 minutes. Even if you activate an emergency phone but do not stay there, an officer will go and at least be in the vicinity. This is true if you call from a landline as well. If you call from a cell phone, they will call you back but can't obviously get to your location.

7:06pm: Introductions from Reps

Shannon O'Connor

- Here we tried a new ice breaker in which we find a person and have one minute to find something you have in common with your partner that no one else in the room can lay claim to. We did this 3 times.
- The vote afterwards showed that most people preferred this ice breaker, but that some people preferred the meet-the-reps presentations from last year

7:14pm: Fall Funding Approval

Eden Ellis

- The finance committee, which was just formed last week, did an amazing job going through all the applications this past weekend. Members of the committee are Umar Nadeem, Paul Triulzi, Dmitry Vagner, and Doreen Wong. They received help from executive council members Fumiko Chino, Brad Hover, Abbe LaBella, and Tiffany Wilson
- Note: Reps should have received the student group funding breakdown as an Excel spreadsheet along with this week's agenda. This is the document we are voting on today.
- 90 applications were received, requesting a total of \$72,636.08, however there was only \$23,745 to give. Most common justifications for not funding an event:
 - Budget limitations
 - Non integral food expenses: We cannot fund non-integral food by our bylaws. The finance committee worked hard to make this clear, via office hours, a YouTube video with 60 views, and talking with people directly via emails and in person
 - Speaker fees: we can't fund speakers because we only have limited funds and speakers are expensive
 - Exclusive events or narrow impact: if wasn't going to impact the larger community or was exclusive to a particular group, the event was not funded because we are using student activity fees pooled from all grad and professional schools
 - They did not explain their budget sufficiently
- Application success stats
 - Average allocation per event was \$300
 - Actual allocations were on average 36% of what was requested per event
 - Pretty equitable distribution of funds across schools. However, there were some obvious "winners."
 - What events got the largest allocations?
 - DukeMed elementary 3rd and 4th grade outreach

- Deepwali
 - Duke science review
 - Mid-autumn festival
 - Duke DPT run walk
 - Medmentors Durham County Youth Home
 - Duke BOLD
 - Freemont rural health clinic
- What characteristics did these have in common that were looked favorably upon by the finance committee?
 - Community service, and impacting Durham in a substantial way. We want grad students out there doing good in the community
 - Cultural events
 - Open to public
 - Outdoor
 - Fun events
- Cosponsorship
 - There were several great events that the finance committee wished they could fund, but could not do so due to the GPSC bylaws
 - Out of available funds he carved out things 15% for cosponsorships
 - This allows us to fund things that are normally not allowed through the bylaws
 - This uses funds from individual exec members
 - Abbe LaBella (student groups chair) has put out a Qualtrics survey for people to apply for cosponsorship. It's short, and if you've already applied for regular funding, it should be a copy and paste
- Questions from the GA
 - Jacob Hausman, Fuqua: Will there be an opportunity to ask specific questions about applications to increase the group's success in the future?
 - Response: Eden will hold officer hours in the next 10 days. He is open to questions about the previous cycle's applications as well as questions about cosponsorship
 - Abhi Chhetri, Biochemistry: Is there any way to send the student group funding to all graduate students?
 - Response: Shannon sent out an email with all the allocations to all the reps yesterday. It is perhaps not appropriate to send it to all students at Duke. If you have concerns about your specific group, please ask individually.
 - Side note: cosponsorship questions should be directed to Abbe. Student group funding should be directed to Eden.
 - Ryan O'Rourke, Romance Studies: Their group submitted online, but Qualtrics did not give them a text of their submission. This is helpful for the student group to keep their records
 - Response: great input, we'll work on this for the next cycle
 - Jacob Hausman, Fuqua: what is GPSC's attitude towards conferences?
 - Response: GPSC likes conferences. We are happy to help fund audio-visual equipment rentals, print materials, advertisement. For all-day conferences, food may be integral
- Voting on fall group funding
 - Colleen McClean (SOM) motioned to vote to pass the budget by slate. This was seconded by Gerry Ortiz (Chemistry) and all agreed.
 - The motion to pass en slate was called to question by Andrew George (CMB) and seconded.

- All were in favor of passing en slate the student group funding and the motion passed.
- Eden will be working tonight and tomorrow to email groups about whether or not they got funding. Tell your programs this. Then he will tellUCAE who gets what, which will then take time according to their schedules

7:25pm: Internal Committee Approval

Shanna Lehrman

- You will have received the appointments to committee positions in your email containing the meeting minutes. This is the document we will be discussing and voting upon today.
- A few changes will need to be made:
 - Within the last 2 weeks, we have had a substantial number of GPSC reps appointed.
 - Part of the official duty of a GPSC rep is to serve on a committee, and we need to ensure that all GPSC reps have the opportunity to fill the obligations of their position
 - As it currently stands, there are still some openings. In addition, some folks who had indicated they were willing to serve on multiple committees were appointed to two. Due to the large number of new reps, Shanna is asking these people to rank which one they prefer to keep if they had to only have one. If no new rep wishes to have the “second choice” position, the original rep that was appointed to the position can keep both appointments.
 - Shanna is sending out an email for you to apply to positions and for you to email your preference if you currently have 2 appointments.
 - If you said you would serve on 2, email her which one you prefer to stay on.
- Open positions as of the Tuesday night meeting:
 - External committees: email Shanna at gpscucac@duke.edu
 - Career Center Advisory Committee
 - Duke Police Advisory Committee
 - Information Technology Advisory Council (ITAC)
 - Traffic Appealing Committee
 - Student Health Advisory Committee
 - Student Housing Committee
 - Recreation and Physical Education Leadership Council
 - Veterans Advisory Committee
 - Internal committees:
 - Community Outreach Committee: Contact Dan Brown (drb30@duke.edu) no later than Friday, September 20th.
 - Student Life Committee: Contact Ben (ben.shellhorn@fuqua.duke.edu) or Tiffany (tiffany.g.wilson@duke.edu) no later than Friday, September 20th.
 - Bridging GaPs: Contact Abby (abigail.labela@duke.edu) no later than Friday, Sept 20th.
 - Basketball Committee: Contact Patrick or Michael (bball.cmte@gmail.com)
 - Green TEAM: Contact Liz (liz.bloomhardt@gmail.com)
 - Judicial Committee and YTSC to be selected today
 - Indicate 3 preferences and order of preferences
- Voting
 - Suggestion: We pass by slate, keeping in mind that at the next meeting we will:
 - Vote in people who fill the currently open slots
 - Vote in people who will fill the spots of reps who currently have 2 appointments
 - Gerry Ortiz motioned to postpone all voting until our next meeting in 2 weeks. There was discussion about this because some of the external committees (presidential and

provost committees) need to be filled immediately and these are important positions. The motion was not seconded and did not go through.

- There was a motion by a representative of the law school to table only those positions that are open and vote the rest in. This was seconded by Colleen McClean from the SOM.
- There was a motion by Peter Chhoy of pharmacology to end discussion, which was seconded.
- We called the motion on the floor to question as amended. All agreed and the motion passed.
- Questions from the GA
 - Paul Triulzi, Liberal studies: Do we know how many people don't have appointments?
 - Response: 30 added in last 2 weeks and are without committees. Many people can be accommodated in the internal committees.

7:43pm: YTSC and Judicial Committee Nominations and Elections

Brad Hover, Shannon O'Connor

- By our bylaws, we need to elect people into the Young Trustee Screening Committee and the Judicial Committee
- Voting procedures.
 - In general, all seated reps and proxies can vote. The exception is voting for the Young Trustee and the executive officers in the Spring- for these you must have attended at least 3 meetings and proxies cannot vote.
 - Depending on the type of motion, some voting requires a simple majority while other require a two thirds majority to pass
 - Different types of voting:
 - Vote by division of assembly - Raising of name cards
 - Voice vote – Vocally stating yea or nay
 - Vote by secret ballot – Filling out GPSC voting ballots
 - Vote by unanimous consent – No opposition can exist
 - Common use: Vote by acclamation for uncontested elections
 - Instant run-off – Ranked order election/voting
 - Common use: Elections with multiple people where to win you need a majority not just a plurality
 - Here Brad Hover showed a video of how instant run-off works
 - The executive officers cannot vote, but can nominate people
- What are these positions we are voting on today?
 - Judicial committee
 - Advises on bylaws
 - Deals with issues of misconduct
 - Write some resolutions this year (we have some ones coming up)
 - There is no article 11- need to get voted out of our bylaws
 - Chaired by the attorney general (Brad)
 - Mostly done by email, but there is a budget for food for when they need to meet in person
- YTSC
 - Screens young trustees. A young trustee is a voting member on the Duke Board of Trustees. Their duties are outlined in our bylaws (gpsc.duke.edu) if you want to read more about what they do. Their first year is spent as an observer, and their second year they are a voting member

- The screening committee will meet just a few times a year. They will create and distribute applications, review and screen applications for interviews, and interview individuals. Then they will narrow down the applicants to 3 people, who will speak in front of the GA and be voted in by the GA
- 7 people are on the committee, and 1 of these will be the chair
- Questions from the GA
 - Response: Anyone can be nominated to these committee positions but only rep can vote them in
 - If get more than 7 people want to be on the YTSC, then we will have to go to ballot voting.
- YTSC nominations
 - Brooke Coleman
 - Valerie Tornini
 - Alease Brown
 - Cody Davis
 - Ben Parker
 - Wei Han
 - Steph Reist
 - → There was a motion to vote these folks in by unanimous consent, which was seconded. The motion passed
 - Steph Reist was nominated to chair the YTSC (she has been on the committee for the past 2 years). There was a motion to accept her by unanimous consent, which was seconded. It was called to question and the motion passed.
- Judicial committee nominations – 4 spots
 - Colleen McClean
 - Rui Dai
 - Alisha Hines
 - David Kearney
 - They were all voted in by unanimous consent.

7:59pm: Officer Updates

- Dan Brown (Community Outreach): the refugee soccer game this weekend went really well. There is a Run Home race Oct 19, 8:30 on the Al Buehler trail, see GPSC news for more details
- Abbe Labella (Student Groups): will be accepting cosponsorship questions and applications. Abbe also heading up GaPS. She would like to hold event at the GPSC house once a month, with the first one in October before Halloween. Email her or Shanna if you want to be part of the GaPS committee.

8:05pm: New Issues/Announcements

- Jacob Hausman, Fuqua: This is the first meeting since campout and there are some concerns he would like to ask the basketball committee. Foremost, there seems to have been some issues with confirmation emails for camp out registration. People submitted forms but did not get a confirmation email and showed up to camp out and were not registered.
 - Response: Pat and Mike (the BBCC chairs) are going to be sending out a survey to all campers for feedback, and will collect and organize all the data surrounding campout. They will present to us at the end of October (29th). The delay is that it takes time to send out the survey, get responses, assemble all the data.
 - Response from Jenny Rinker, CEE and member of BBCC: The registration site did explicitly say that if you did not get the confirmation email that you should contact the BBCC immediately. This happens every year and we don't know why there is this bug in Qualtrics.

- There also seems to have been complaints about the professionalism of campout volunteers, especially at the first check in. This will be looked into.

8:06pm: Reminders and Wrap-up

- Happy hour for reps at Six Plates following the meeting!
- If you cannot attend a meeting, email Betty.Jiang@duke.edu, and send a proxy.
- Email your constituents on exciting things happening at these meetings
- The previous meeting minutes were approved

8:20pm: Adjournment

GA meetings, 6:30pm, 0016 Westbrook

September 3, 2013
September 17, 2013
October 1, 2013
October 29, 2013
November 12, 2013
December 10, 2013