

Classified Connection Meeting March 12, 2008

Cheryl Miritz welcomed everyone and announced Carla Vosburg and Mavis Salske as the Classified Spotlight employees for the month. Their bios can be viewed at: http://www.uw.edu/registrar/classified_connection/ soon. She introduced the speaker, Mary Beth Mackin, Assistant Dean of Student Life.

Presentation:

"Dealing with Difficult and Troubled Students"

As Departmental Assistants, etc. we are often on the "front lines" when students come with issues and often see/hear several sides of a situation. Mary Beth suggested ways determine when situations call for immediate action and when they can be diffused.

Campus services available to students in addition to the office of Student Life (x1533) are:

- University Counseling (x1305)
- Alcohol and other Drug Services Assessment
- Health Services
- SART (Sexual Assault Response Team)
- Center for Students with Disabilities (CSD)
- Student Legal Services
- Residence Life
- Financial Aid

University Counseling Services has daily emergency appointment times (11 a.m. and 3 p.m.) when students can see a counselor.

Financial Aid also has daily drop in times available for students.

The Office of Student Life frequently receives information if a student is injured or ill and relays the information they receive. They do not verify or provide excused absences based on the information, they relay.

Mary Beth asked that if we ever hear that a student has died, even if it is a rumor, we should relay that information to her office as it will kick in a long protocol of verifying or denying the information and relaying it to the appropriate groups and individuals.

Safety procedures should be established for ourselves and our department members including a way to let others know if a situation is becoming dangerous (code word) and organizing our offices so that there is a means of escape if necessary and no objects which could cause us harm in easy reach of a dangerous individual.

The next meeting of Classified Connection will be April 9th, 8:30 a.m. in UW 259B.