



## Precollege Council MEETING NOTES

Wednesday, May 12, 2021 | 2:00 - 3:00 p.m.

WebEx Meeting link: <https://uwmadison.webex.com/uwmadison/j.php?MTID=m39c52c67f70c6f294dc3c5ca200ec2d3>  
Meeting number (access code): 120 501 5544 Meeting password: T42mhFAY6tS (84264329 from phones)

**Attendance:** 50 people registered through OHRD catalog; [attendance spreadsheet with sign-in option](#) is posted in Precollege Council shared drive.

1. Welcome and Introductions - Aphra Mednick
  - a. Summer 2021 check-in
    - Kristin Dalby: Startalk is full for this summer!
    - No other reports were shared from program directors.
    - **Question:** can public events happen off campus like in local parks? For public events that include parents/families, can we host in a different location? **Answer:** there is a difference between public events and youth events. Restriction is still in place for youth events. Also note - the Provost has previously provided direction that it is not permitted to take a current UW youth program and move it off campus, because it is still a UW youth program with all the liability/responsibility, no matter the location. Youth activities do not include events open to the public that do not require registration.
  - b. Fall 2021 planning
    - More information coming from campus soon - hopefully by June.
  - c. Reminder: processes for virtual programs (Provost approval, OYPC registration)
2. Reminders: OYPC annual registration - Keri Robbins
  - a. Use this link to register 2021 youth activities (including virtual activities):  
<https://youthsafety.wisc.edu/compliance/registration/>
  - b. Use this link to self-enroll in "Youth Program Compliance 2021" canvas course:  
<https://go.wisc.edu/ypc2021>
  - c. Each program is provisioned a [SSZ \(Simple Safe Zone\)](#) Google Shared Drive, to provide documents to OYPC. The SSZ is verified/created when 2021 registrations are reviewed.
3. Staff trainings - Lindsey Peterson
  - a. Review of current requirements
    - Lindsey provided an overview of the four separate online trainings.
    - Current timing is about 3 hours total, to complete these four trainings.
    - **Required training for online/virtual youth programming includes:**
      - i. Mandatory Reporting of Child Abuse and Neglect (OYPC) (every two years, all staff)
      - ii. Preventing Sexual Harassment and Sexual Violence (every three years, all staff)
      - iii. Responsible Employee for reporting sexual misconduct (every year, all staff)
      - iv. Campus Security Authorities (every year, all staff)
    - Lindsey reported on progress of merging these 4 trainings into 2 trainings, and shortening the overall time required to complete. This is an ongoing process; goal: to create a version that is more specific to youth program staff and more efficient to complete and track.
    - In the future, the required training topics will be consolidated and abbreviated for youth program staff (typically seasonal or short-term hires).
    - Note: Program Directors may still be required to take the full trainings in their current form, as these are required by campus for year-round/ongoing university employees. If someone has taken the full training, that will count; there is not a need to take both the full and the abbreviated versions.

(Continued)

- The new consolidated basic training (specific for youth staff) is anticipated to be available for Fall 2021, certainly by Summer 2022.
      - b. Overview of Lindsey's role
        - i. Partnering with OYPC to monitor compliance
          - Lindsey mentioned that she shares data with OYPC.
        - ii. Review of staff rosters
          - Lindsey and Keri continue meeting regularly to review submissions - thank you for submitting documents via your SSZ so we can find them!
        - iii. Verification of screening/training completions before a youth activity
          - Lindsey can double check what data is provided; she has tools to connect to central campus tracking of completed required trainings (via Office of Compliance / legal affairs).
          - We still rely on program directors to collect and verify the training completions of their own staff. (Part of supervisor's responsibility.)
          - If you have any questions - please let Lindsey know.
4. General announcements from any Youth Programs?
- Comment: Lindsey DeCarlo (Pharmacy) - in an admissions meeting, Doctor of Physical Therapy admissions staffer mentioned a group they work with: national society of high school scholars, lots of students interested in health care careers. This group collects a lot of information from high school students that would help us to better understand their perspective and their wants/needs. Lindsey shared in the chat:  
Chat from Lindsey DeCarlo to everyone: 2:31 PM  
<https://www.nshss.org/media/33212/2020careersurvey.pdf>
  - Comment: Keri Robbins (OYPC): Congratulations to Julie Mead on her retirement from the School of Education!! This is her final meeting. Julie's insights, thoughtful guidance, and influence have been tremendous as we launched OYPC, and she will be greatly missed.
5. Q&A, closing - Aphra
- Question - Karen Dreyfus: Question about sharing staff among youth programs (a staff hiring pool) -- has anything happened with that?  
Answer: Aphra - we are doing some of that within the Division of Continuing studies.  
Keri added: this is a good topic to raise in the Community of Practice for youth program directors.
  - Question - Kristin Dalby: are NetIDs needed for Canvas?  
Answers - yes  
Also: Chat from Julie F Mead to everyone: 2:31 PM  
Here's the KB page on requesting external access to Canvas  
<https://kb.wisc.edu/luwmad/page.php?id=66202>
  - Question - Karen Stroud Felton: some of us are doing 'early start' programming for precollege (before the fall semester officially starts). Do those activities need to register?  
Answer: Aphra - if participants have already matriculated to UW, no need to register with OYPC.
  - Question - Liz Jesse: the UW System news release, are we still a part of UW System?  
<https://www.wisconsin.edu/news/archive/uw-system-campuses-preparing-for-return-of-precollege-and-youth-programs-this-summer/>  
Aphra: Our campus was not aware of the press release prior to it being released. Myself and Kim Nawyn (Extension) are the designated liaisons to System precollege from UW-Madison; all campuses are proceeding differently but the release does not go into that level of detail. We are beginning to return to programming (news release states "taking steps"), all campuses are doing different things. Also keep in mind that vaccines are not yet authorized/accessible to youth. No further changes anticipated for UW-Madison this summer; we are still part of UW System and recognize that each System campus across the state is affected by local public health and other conditions. Also mentioned that UW System shifted in-person guidelines to policy; current guidance is on their website. This continues to be an evolving

landscape/situation. Our campus has been serving youth virtually since pandemic started, we continue to engage this audience and have seen reduction in barriers to access too (e.g. transportation).

- Question - Aphra: Schedule a Precollege Council meeting in June?

Feedback:

Would like to meet as soon as we get information about Fall

If no info yet - hold off on meeting.

June is a super busy time for youth program staff.

**Decision** - OYPC will communicate by email throughout the coming weeks as we get updates; we will plan for the next Precollege Council meeting to be held in July.

**Save the date:** Possible date for next meeting is July 14 at 2 p.m.