

Central Connecticut State University
UNIVERSITY SENATE ACTION

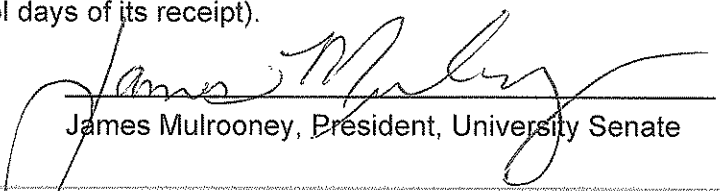
Senate Motion Number FS 12.13.022B

TO: President Jack Miller
FROM: President of the University Senate

1. The attached motion of the University Senate, dealing with: **Ad Hoc Committee on Campus Safety Report** is presented to you for your consideration.
2. This motion was adopted by the University Senate on **04/29/2013**.
3. After considering this motion, please indicate your action on this form, and return it together with the original copy to the President of the University Senate.
4. Under the By-Laws of the University Senate, Section 3.7, the following schedule of action is to be observed.
 - a) By **04/30/2013**, Senate action reported to the President of the University. (Within five school days of the session in which they are adopted).

b) By **05/14/2013**, the President of the University to return the motion to the President of the Senate. (Within ten school days of its receipt).

04/30/2013
Date


James Mulrooney, President, University Senate

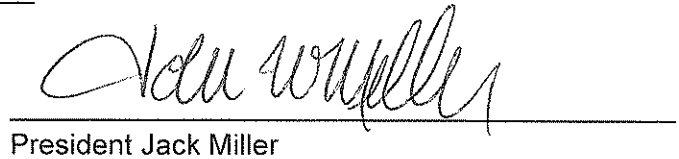
ENDORSEMENT:

TO: President of the University Senate
FROM: President Jack Miller

Dr. Miller,
This is just for informational purposes only. The committee is being extended through next year.
Jim

1. Motion Approved: _____
2. Motion Disapproved: _____ (Explanatory statement must be appended).
3. Action "is deferred": _____
4. Resolution Noted: _____
5. Other: _____

3/7/13
Date


President Jack Miller

Ad-Hoc Senate Committee on Campus Safety Measures
for Faculty in Emergency Situations

The ad-hoc committee on campus safety measures for faculty, established by the Senate President Jim Mulrooney, consists of David Blitz (Philosophy, chair), Chip Tafrate (Criminology and Criminal Justice), Jacob Kovel (Construction Management), Mary Anne Nunn (English) and ex-officio, Jason Powell (Police) and Richard Bachoo (Administration).

We focused on the problem of dangerous intruders, in the wake of the Sandy Hook massacre and an incident at CCSU during the summer of 2012 when threats were made by an external individual. While the overall frequency of such attacks is quite small, their effects can be catastrophic. Many simple measures – many of which are already in place, at least in part - can be taken to prevent or mitigate such attacks.

This report aims to summarize existing measures so that they are available in one place, and propose additional measures that can be readily implemented. This report consists of the following sections and a total of 15 recommendations:

- (1) Preventive measures
- (2) Institutional communication
- (3) Individual communication
- (4) Self-defence measures
- (5) Follow-up

(1) Preventive measures

Violence by intruders is only one form of societal violence. In order to more fully understand this phenomena, the wider context should be considered.

Recommendation 1 [general discussion]: There should be regular campus discussions of societal violence, including the causes of violence in its various forms, established risk factors for violence, and means to prevent and reduce the scope of violence.

The university has a well-established procedure for convening a multi-disciplinary threat assessment team when a potentially dangerous situation is identified.

Recommendation 2 [threat assessment]: Faculty should be aware of the criteria and procedure for invoking the university threat assessment team, as well as its purpose and role. This should be discussed at faculty orientations and added to Chairs' lists of reminders to faculty at the beginning of each academic year or semester.

Mental Health Issues: The university can provide qualified mental health assistance to members of the community, and students in particular, before an incident occurs. The Student Wellness services is an integrated unit combining University Health Services and the Counseling and Wellness Center and is headed by the University Physician.

Recommendation 3 [mental health]: Faculty should be aware of the Mental Health services available for students and recommend those services when they deem help to be needed. Mental health services should be adequately funded for this purpose and staff adequately trained to screen and assess for risk of violence.

Weapons Ban: The university is a “weapons-free” zone as concerns students, faculty and staff, with the exception of an armed and well trained police force capable of handling emergency situations.

Recommendation 4 [weapons ban]: Carrying or storing weapons on campus is prohibited, except for CCSU police and other authorized law enforcement agents.

The following are specific issues related to an on-going crisis situation where a dangerous intruder is either on campus or believed to be heading to campus:

(2) Institutional Communication:

The campus consists of many buildings with multiple uses and users; mechanisms to rapidly communicate information in emergency situations is essential:

Recommendation 5 [external notification]: The Wahlen system is an external loud-speaker and alarm system intended to be used to broadcast warning and information. If this system is to be used in a crisis, it has to be tested each term, with information to faculty and students preceding the test, as well as to neighbors in the immediate vicinity of the campus. This could also be included in course syllabi, with boiler-plate language provided for this purpose.

Recommendation 6 [information pamphlet]: There should be an information pamphlet briefly and clearly summarizing all preventative and situational measures that is made available to all faculty (full time and part time) at the beginning of each term.

Recommendation 7 [wallet card]: There should be a wallet-size card made available to all faculty with a brief summary of emergency measures and phone numbers.

Recommendation 8 [university website]: The university web-site should have a section that can be activated during a crisis to provide either internally generated information, or failing that, link to outside news sources (eg: direct feed from one of the TV channels).

Recommendation 9 [LCD screens]: We should investigate the use of LCD-screens in buildings (perhaps on each floor) to provide information about building closures or other emergencies (including snow emergencies).

(3) Individual Communication

The university has an emergency alert system linked to phones. Most if not almost all faculty have cell phones.

Recommendation 10 [911 calls]: In case of an emergency system, faculty should immediately dial “911”. The call will be directed to New Britain police which is the authorized recipient of 911 calls, and whose dispatchers have the means of contacting all emergency services (police, fire, and medical). CCSU police will be immediately informed and dispatched as needed.

Recommendation 11 [emergency notifications]: The university has a notification system (MIR3) to inform faculty and other members of the community of emergency situations, and on-going efforts are being made to integrate all emergency communication systems. All faculty – both full time and part time --, should be reminded at the beginning of each term to register their cell phone (if not already done) with the emergency alert system, in addition to their office line. Some part-time faculty just list the department secretary's land line as their phone; this should be changed to their cell phone number.

Recommendation 12 [cell phones]: Faculty should be advised to keep their phone on ring or vibration mode during class so that they can be informed immediately of any emergency situation. Faculty should know the source phone number for emergency alert calls so as to respond to these calls immediately.

Recommendation 13 [police number]: Faculty should be reminded to include the CCSU police number in their cell phone address book for rapid dialing in warranted situations.

(4) Defensive Measures:

This concerns measures to take in the case of a reported or suspected dangerous intruder on campus.

Recommendation 14 [online video]: CCSU police have a link on their website to a YouTube video on three measures to take: "Run, Hide, Fight" that should be recommended to faculty, with directions to the web-site.

Recommendation 15 [police instructions]: CCSU police, in conjunction with New Britain police, train annually for emergency intervention on campus. Faculty should follow the instructions given by police when they arrive on the scene.

Recommendation 16 [classroom procedures]: Procedures should be established and faculty should be aware of the procedures to (a) evacuate a building when there is a perceived bomb or other similar threat; (b) remain in class under conditions of calm and quiet when leaving the building would be dangerous.

Recommendation 17 [doors and hallways]: Faculty should be aware of which buildings have doors that can be remotely locked and which do not. Doors should be locked only when authorized by the administration or police. Custodial staff should have a procedure to lock outside building doors manually when ordered to do so. Faculty should be aware of how the classrooms they use can be remotely locked or can be manually locked in emergency situations. Students should have access to classrooms (pending discussion with IT on their security policies concerning equipment) during the transition period between classes so as to avoid crowds in hallways that could be targets.

Recommendation 18 [window blinds]: There should be louvered blinds on doors and windows directly facing hallways, so that "hide" procedures can be better implemented. Glass in doors, surrounding entry doors to buildings, and on first floors of buildings should be shatter-proof.

(5) Follow-up

Recommendation 19 [continuation of committee]: The committee should be renewed for the purpose of monitoring implementation of the recommendations, and report back to Senate at least once each term during academic year 2013-14. Senate should determine whether it wishes to have a permanent committee on this issue. See the following page for a grid for follow-up of the recommendations.

| Item | Short Title | Who | Priority | Status |
|---|---------------------------|-----|----------|--------|
| (1) Preventative Measures | | | | |
| 1 | general discussion | | | |
| 2 | threat assessment | | | |
| 3 | mental health | | | |
| 4 | weapons ban | | | |
| (2) Institutional Communication: | | | | |
| 5 | external notification | | | |
| 6 | information pamphlet | | 1 | |
| 7 | wallet card | | | |
| 8 | university website | | | |
| 9 | LCD screens | | | |
| (3) Individual Communication | | | | |
| 10 | 911 calls | | | |
| 11 | emergency notifications | | | |
| 12 | cell phones | | | |
| 13 | police number | | | |
| (4) Defensive Measures: | | | | |
| 14 | online video | | | |
| 15 | police instructions | | | |
| 16 | classroom procedures | | | |
| 17 | doors and hallways | | | |
| 18 | window blinds | | | |
| (5) Follow-up | | | | |
| 19 | continuation of committee | | | |