

ANNUAL REPORT

AY 2016-2017

Safety and Emergency Preparedness Committee

University of North Alabama
Florence, Alabama

Kevin Gillilan
Committee Chair

10/20/2021
Date submitted

Submitted to: Dr. Kimberly Greenway/ Vice President for Student Affairs

Date received: 10/21/2021

cc: Chair, Shared Governance Executive Committee

UNIVERSITY OF NORTH ALABAMA
SAFETY AND EMERGENCY PREPAREDNESS COMMITTEE
ANNUAL REPORT

I. Executive Summary

The members of the Safety and Emergency Preparedness Committee (SEPC) for the 2016-2017 academic year were as follows:

Ms. Cindy Conlon
Ms. Teresa Dawson
Dr. Suzanne Duvall-Zurinsky
Mr. Michael Gautney
Chief Kevin Gillilan
Dr. Kevin Jacques
Dr. Donna Lefort
Mr. Randall Phifer
Mr. Stephen Putman
Dr. Chong Qiu
Mr. David Shields
Mr. Mike Thompson
Dr. Ping Zhao
Ms. Angela Zwissler

II. The Committee's Charge

1. To serve as an advisory committee on the university's emergency/disaster preparedness and other safety and health matters
2. To continually review the university's emergency/disaster preparedness plans and other policies and procedures on allied safety and health matters
3. To develop and edit the University Safety and Health Manual
4. To gather information about the university's emergency/disaster preparedness plans and on other allied safety and health matters, and assess university performance in these areas in light of the information obtained
5. To propose changes in the university's emergency/disaster preparedness plans and in other policies and procedures on allied safety and health matters
6. To handle any proposals the committee may make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change Recommendations"
7. To submit a final written report electronically by the first day of the fall semester to

the Vice President for Student Affairs with a copy sent to the Chair of the SGEC

III. The Committee met on the following dates:

- September 21, 2016
- October 24, 2016
- February 15, 2017
- April 26, 2017

IV. What were the Committee's actions and accomplishments this year relative to each of the items of the charge?

- To continually review the university's emergency/disaster preparedness plans and other policies and procedures on allied safety and health matters
 - Work continued on identifying and training Building Coordinators
 - Work continued on developing a Business Continuity Plan
- To develop and edit the University Safety and Health Manual
 - Efforts continued to create a centralized Health & Safety manual
- To gather information about the university's emergency/disaster preparedness plans and on other allied safety and health matters, and assess university performance in these areas in light of the information obtained
 - Discussed adding AEDs in all campus buildings
 - Internal lockdown devices to barricade offices were received
 - PA system established so that alerts can be delivered via carillon or campus PCs
- To propose changes in the university's emergency/disaster preparedness plans and in other policies and procedures on allied safety and health matters.
 - None were made
- To handle any proposals the committee may make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change Recommendations"
 - No recommendations were made for this topic.
- To submit a final written report electronically by the first day of the fall semester to the Vice President for Student Affairs with a copy sent to the Chair of the SGEC
 - The submission of this report satisfies this committee charge.

IV. What were the Committee's formal recommendations?

A. There were none.

V. What does the Committee plan to accomplish

- In the coming year?
The SEPC plans to continue the work not completed in AY2016-2017, install internal lockdown devices to barricade offices, work toward having AEDs in all campus buildings, and continue to work toward implementation of the Building Coordinator program.
- In future years?
No recommendations have been made for this topic.

VI. What are the Committee's weaknesses?

- What can the Shared Governance Committee help you do to address the weaknesses?
The SEPC has no recommendations for changing this committee

VII. Comments

The SEPC would like to thank the SGEC for their timely communication.