Cabinet met Wednesday, February 20, and discussed the following:

1. Emergency Plans, Evacuation/“Lock-down” plans, etc.  Discussion on multiple levels of emergency planning and notification:

   a) Text messaging, phone, and email notification system is an opt-in system, and therefore may not reach everyone. We are in the same stage of implementation as other community colleges. There will be a process of collecting the email, cell phone and other phone numbers that students and employees wish to be used, but this is the system that may result in substantial numbers of people failing to give us the contact information, and also the problem of keeping it up to date.

   b) Public address system for all buildings is scheduled to be installed in next few weeks.

   c) Broadcast messaging to home phones is already being used by the Business Office.

   d) The electronic sign board has arrived and will be installed as soon as the permitting process is complete.

   e) The campus Emergency Preparedness Plan, which is filed with the Board of Higher Education every year, has been revised in light of the recent campus incidents. It will be reviewed by Cabinet, then re-distributed to the college community.

   f) Since many of the phones have been replaced, Dixie has ordered new “Emergency Dial extension 4333” stickers and will plan distribution so that every phone has this number affixed.

   g) Discussion on convening a Threat Assessment Team within the coming week. Membership would include Phil Ryan, Michael Dallaire, Michael Gross, John Lebica, the proposed Associate Dean of Student Success, Vice Presidents Norris and Sisson, President Schatzberg, at least one faculty member and at least one Support Staff member. This team will be charged with convening to assess the situation and implement response to any emergency situation. The team will be appointed by the President and will meet soon to review emergency plans and evacuation guidelines. This team differs from the already existing Critical Response Team (Dee Burlin, Marcy Smith, Mike Dallaire, and others) who respond to “people needs” in the aftermath of a tragic occurrence such as the death of a student.

   h) Discussion on developing faculty guidelines for dealing with students with troubling behavior. The job description of proposed Associate Dean of Student Success includes monitoring students with behavioral problems. Faculty should have quick access to a “go to” list depending on the issue. VP Sisson will be working on writing the initial draft of these guidelines.

   i) Discussion on a minimum of two evacuation drills in March and early April, on different days of the week, and distributing a quick reference card to each employee with evacuation instructions. VP Norris will be drafting the Quick Reference Guide on Evacuation Instructions.
j) President Schatzberg noted that in each of the recent campus tragedies, arming security would not have helped.

2. Bond Bill. Discussion on the Joint Committee on Higher Education Capital Bond Bill. The latest version of the bill still has our numbers intact. Once the bond bill is passed, the legislature has authorized the borrowing of money, but the Administration and its Finance department make the determination of exactly how much to borrow and when, and economic conditions can affect these decisions. Also, the bonding will be a ten-year plan, so all the colleges and universities will be trying to make the case for urgent need for their projects.