

TITLE: EMERGENCY PREPAREDNESS AND COMMUNICATION IN A CRISIS

PROCEDURES FOR POLICY: 4-34

REVISED DATE: 02/19/2019

I. Purpose:

To provide an organizational and procedural framework for the management of emergency situations. *The procedures for implementation of this policy are provided below.*

II. Procedure and/or Process Definitions:

Emergency: any unplanned event that can cause death or injury to employees, students, or the public or that can shut down business, disrupt operations, or cause physical or environmental damage.

III. Procedures:

Procedures will be contained in separate but companion documents entitled the [Crisis and Emergency Management Plan](#), the [Crisis Communication Plan](#), and the [Academic Plan for the Continuity of Instruction in the Event of a Pandemic](#).

IV. Other Information:

Questions regarding the application of this policy and the procedures in the [Crisis and Emergency Management Plan](#), the [Crisis Communication Plan](#), and the [Academic Plan for the Continuity of Instruction in the Event of a Pandemic](#) should be directed to the vice president of finance and administration.

[Crisis and Emergency Management Plan](#)

[Crisis Communication Plan](#)

[Academic Plan for the Continuity of Instruction in the Event of a Pandemic](#)