ATTENTION: CAMPUS TO CONDUCT ACTIVE SHOOTER DRILL

THE UNIVERSITY POLICE DEPARTMENT WILL BE CONDUCTING AN ACTIVE SHOOTER DRILL IN CONJUNCTION WITH THE REGULARLY SCHEDULED CAMPUS EVACUATION ON APRIL 30, 2008

To: The University Community

Date: April 25, 2008

Subject: Campus-wide Evacuation Exercise and Active Shooter Drill, Wednesday, April 30, 2008

From: Chief Claudia Neal

During the past several years we have conducted evacuation exercises on campus as part of a state mandated program to insure preparedness on the part of each campus. The dates for these ongoing drills are included on the academic master calendar years in advance.

The next drill is set for Wednesday, April 30 at 8:45 a.m. This will be an all-hands, all-building “shelter in place” exercise in conjunction with an active shooter drill. I am requesting that all staff and faculty inform their co-workers and students about the April 30th drills so that our entire campus community is alerted. We want everyone to clearly understand that these exercises are only drills!

Shelter in place drill…

- Building marshals will be activated to insure the occupants of each room and building on campus “shelter in place.” Once the exercise is under way, you are to remain inside your classroom, office or building until you are notified that the drill is over. Do not attempt to leave the building until you are told that it is safe to do so.
- If you are outdoors when the drill begins, you may hear a police officer on his patrol vehicle’s P.A. system ask you to enter the nearest building. Please do so. Your full cooperation will be instrumental in reducing the time taken for the exercise.
- In order to minimize disruption to classes and university business, the shelter in place drill will last only about 20 minutes.

Active shooter drill…

- The active shooter drill will take place at the same time as the shelter in place exercise but will remain in progress after the shelter in place has ended.
- This portion of the day’s exercises will not impact classes or most offices. This is a police training activity only.

These drills are a continuation of our ongoing emergency and disaster response preparedness efforts, and are not in response to any specific or identified threat.

If you have further questions regarding this exercise, please contact Lieutenant Jack Rutledge or Chief Neal at 654-2111. Your patience and understanding are appreciated.