



ANNUAL CAMPUS SECURITY AND FIRE SAFETY REPORT 2011

Eastern Oregon University (EOU) treats violation of law on its premises as a serious matter. University officials will report violations of the law to law enforcement personnel and will cooperate with their investigative efforts. Campus Security Officers do not have peace officer status but do provide observe and report security functions on the EOU campus. Campus Security Officers also provide public assist functions and work closely with law enforcement when requested. Persons are encouraged to report all criminal actions to Campus Security or a member of the Student Affairs staff who then assist with the process of reporting the crime to an appropriate police agency. Persons may choose to report crimes directly to a police agency, especially in life threatening situations. In most instances crime reports are made to the La Grande Police Department. Other police agencies in the community are the Union County Sheriff's Department and the Oregon State Police.

EOU is open to the public. Campus buildings are open during stated business hours and for specially arranged times for scheduled events. Some facilities are restricted to persons who have paid user fees (e.g., fitness center). Once buildings are secured, access may be gained by authorized personnel or by contacting Campus Security. Unauthorized entry or use of University facilities is viewed as criminal trespass and violators will be subject to arrest and loss of campus privileges.

Persons who commit a crime on EOU property, or during its sponsored events and activities, will be subject to arrest and may be prohibited from future use of campus facilities or participation in its events and activities. Students and employees who violate the law may be subject to campus disciplinary action in addition to arrest and criminal proceedings.

Campus residence halls are supervised by a live-in Area Coordinator and Hall Coordinators in each building and by Resident Assistants on each floor at an approximate ratio to students of 1:25. Residence halls are locked 24 hours a day, accessible to residents of the building via electronic card-key locks. Residents are expected to comply with all residence hall security policies and practices. It is important that residents lock doors and report to hall staff and/or Campus Security any unusual incidents or unfamiliar persons on premises. Residents are reminded to be cognizant of the information in the *Residence Hall Handbook* and the Residence Hall Contract regarding safety and security procedures and issues.

MISSING STUDENT NOTIFICATION

The Missing Persons policy, with its accompanying procedures, has been developed as a framework for establishing cooperation among members of the University community aimed at locating and assisting currently enrolled students who are reported missing and is intended to comply with the requirements of the Higher Education Opportunity Act (Public Law 110-315). A student shall be deemed missing when he or she is absent from the University and/or has been reported missing, without any known reason, by another individual. All reports of missing students shall be directed to the Office of the Vice President for Student Affairs (OVSPA) which shall investigate each report and notify the La Grande Police Department, when appropriate.

All students are given the opportunity to designate emergency contact information when they register online through Webster. All students living in the residence halls will have the opportunity to identify an individual to be contacted by the University in case he/she is determined to be missing. Only authorized campus officials and law enforcement officers will have access to this information and for missing person investigative purposes only. The Missing Persons policy is applicable to students attending classes on-campus at the La Grande Main Campus or at an on-site program sponsored by EOU.

In the event of a possible missing person, the following procedures are to be followed:

- Anyone who suspects a student may be missing should notify Campus Security, the Residence Life Office, or the OVPSA immediately.
- Any report of a missing student should be directed to the OVPSA.
- When a student is reported missing, the Vice President for Student Affairs or designee shall:
 - Initiate an investigation to determine the validity of the missing person report.
 - Notify the La Grande Police Department after determining that the student is missing.
 - Notify the emergency contact identified by the missing student within 24 hours of making the determination that the student is missing.
 - Notify the student's custodial parent or guardian as contained in the records of the University within 24 hours of the determination that the student is missing if the missing student is under the age of 18.
- The Vice President for Student Affairs shall initiate whatever action he or she deems appropriate under the circumstances in the best interest of the missing student.
- The OVPSA may also contact the student's instructors if necessary or beneficial to the student and/or instructors.

EOU offers periodic informational sessions for its students and employees about campus security and personal safety. Such sessions are presented during New Student Orientation, in campus residence halls, and at other times and places as interest and circumstances warrant.

TIMELY WARNING

EOU will issue a timely warning to the campus community about violent crimes which have occurred on or near the campus and if it is perceived that there is a continuing threat to students and employees. Timely warning notifications will include a) the reported offense, b) suspect(s) description(s), c) precautionary measures to take, d) date of timely notice, and e) contact information of department responsible for the posting. Classroom announcements, website postings, e-mail postings, posted notices, text messaging, and bulletins on KEOL-FM are possible means that may be used to convey such information. The University will do its best to protect the identity of victims.

UNIVERSITY STUDENT CONDUCT POLICIES

The University's policies and programs regarding the Student Code of Conduct policy, including drugs and alcohol and sexual misconduct, are described in the *Schedule of Classes* and in the *Student Handbook* on the Student Affairs website at <http://www.eou.edu/saffairs>.

In compliance with the 2009 amendments of the Higher Education Opportunity Act and the Crime Awareness and Campus Security Act of 1990, EOU compiles an annual summary of criminal incidents that have occurred on its campus during the preceding academic year. The number of crimes reportable under law at EOU for the past five years are:

Crime (within Clery Reporting Geography)	2007	2008	2009	2010	2011
Murder/Non-negligent manslaughter	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0
Sex Offenses					
- Forcible sexual offenses*	2 [#]	4 [#]	1	2	2 [#]
- Non-Forcible sexual offenses *	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	1	0	0	1	0
Burglary	4	1	1	0	0
Motor Vehicle Theft	0	1	0	0	0
Arson	0	0	0	0	0
Theft **	12	7	3	9	15
Hate Crime***					
<ul style="list-style-type: none"> • There were no reported hate crimes for the years 2009, 2010 or 2011. 					

* In 1993 the law was amended to include forcible sexual offenses and non-forcible offenses as reportable crimes effective 8/1/92. We are also required to report notification of incident (unverifiable).

** Effective July 1, 1993, Oregon Law requires reporting incidents of theft on college property.

*** In 2001 the law was amended to include hate crimes as reportable.

Anonymous reports

Crime (outside the Clery Reporting Geography)	2007	2008	2009	2010	2011
Forcible sexual offense	0	0	0	3	1 [#]

Anonymous reports

During the past five years, the following numbers of criminal offenses took place on the EOU campus for alcohol, drug and weapons violations:

Offense	2007	2008	2009	2010	2011
Weapons/Firearms	3	1	0	0	1
Drugs	6	6	16	11	7 ⁺
Alcohol	72	62	75	62	42

⁺ With four of the six drug abuse violations, the Uniform Crime Reporting Handbook Hierarchy Rule was used to determine whether or not to count the most serious offense of drug violations rather than the alcohol violations.

FIRE SAFETY REPORT

EOU Residence Life conducts fire drills at least once each term, in each building during the regular academic year. Live-in staff are trained each fall in the use of fire suppression equipment as well as in general fire safety knowledge and detailed information regarding institutional fire safety policies. Students are instructed in evacuation procedures during Fall term hall meetings, suite meetings, and following fire drills each term.

EOU Residence Life publishes and maintains its policies on portable appliances, smoking, and open flames in its annual Housing and Dining Contract. The relevant policies are copied below:

1. Fire drills will be held periodically to ensure that residents are aware of the alarm and the emergency building evacuation plan. The building evacuation plan for each building is posted on every floor and should be reviewed by each person. Every alarm must be treated as an emergency and all persons must evacuate the building immediately. Exceptions to evacuating will be in the event of fire alarm testing or repair. Notices will be posted on the entry doors to each residence hall at least 24 hours prior to testing or repair, except in cases of emergency. During fire drills, Residence Life staff will do a visual inspection of each room and suite to ensure compliance with applicable fire safety laws and policies. Any other visible violations of law or policy will also be addressed.
2. Possession, displaying or burning of flammable materials including, but not limited to, fireworks, candles, incense, gasoline, and kerosene lamps is hazardous to the health and safety of residents and is prohibited inside the residence halls.
3. All appliances or electrical devices are required to be compatible with 110 volts 60 cycle voltage and be UL approved. Extension cords, multi-plug adapters, and the chaining together of power strips is prohibited. When power strips are used, circuit breakers and reset buttons are required.
4. No more than two sets of decorative lighting (string lights) may be plugged into each other. The decorative lights must be plugged into a power strip with circuit breakers or reset buttons.
5. Ceiling lights and lamps of any type including lava and disco lamps cannot be covered with hats, towels, or any other fabric.
6. The suite/room must be maintained and organized to the degree that residents are able to safely and easily exit the room.
7. A fine up to \$150 and referral to the student conduct system will be imposed for any of the following: smoking within a housing facility, failure to evacuate, activating false alarms in residence halls, propping open fire doors, creating a fire hazard, malicious burning, or tampering with fire equipment (fire extinguishers, plastic ties securing valves, fire alarm pull stations, smoke detectors, fire hose connections, sprinkler heads, sprinkler pipes, hoses, connections, valves, emergency exit signs, etc.).
8. Items prohibited in the residence halls:
 - a. Candles of any type (with or without a wick)
 - b. Fuel-powered motor vehicles or associated parts for use, maintenance, repair, or storage.
 - c. Full-size refrigerators other than those provided by Residence Life
 - d. Appliances with open heat sources (toaster ovens and bread toasters for example) and/or no thermostat control (hot plates and grills for example) (*not applicable to Alikut Hall residents*)
 - e. Space heaters except those provided by EOU and/or Residence Life
 - f. Burning of incense, sage, or any object
 - g. Smoking of any type within the buildings
 - h. Evidence of candles, burning of incense, sage, or any object
 - i. Drapes hanging over interior entries that block natural exit pathway
 - j. George Foreman or other electric grills (*not applicable to Alikut Hall residents*)

- k. Hanging of any items over or covering the smoke detector
- l. Flammable materials on the ceiling or covering ceiling lights or hanging anything from the ceiling.
- m. Excessive amounts of combustible materials on exterior room doors
- n. Multi-plug adaptors
- o. Halogen lamps
- p. Extension cords

The following are descriptions of the fire suppression systems in each residence hall:

North and Daugherty:

- Main Alarm Panel is SILENT KNIGHT located in riser room
- Satellite panel is at main entry
- Detectors and strobe lights are in common areas wired into the alarm panel
- Detector in suites and rooms are not connected to panel but all are connected within each suite
- Horns connected to the main fire system are installed in each suite.
- Strobe lights in handicap rooms
- Pull stations at all exit doors (1st floor)
- Four fire extinguishers per floor
- 2nd floor pull stations are at top of stairs and by elevator
- Flow alarm
- Fire Sprinkler system: 1st and 2nd floor wet “non” antifreeze. Attic system is anti freeze wet

Hunt Hall

- Pyrotronics Fire monitor system located in fire room in 0C
- Resident rooms have battery-powered detectors
- C-Section attic has wet fire sprinkler system
- Fire extinguishers located on all floors
- Pull stations located at exits and in stairwells
- Fire hose connections located in west stairwell of C-Section and in attic
- Fire hoses in cabinets located on all floors

Alikut Hall:

- Silent Knight Fire Panel- 1st floor electrical room
- Remote Silent Knight panel at the west entry of the building
- Sensors located in common areas and suites all connected to main panel
- Strobes located in common areas and ADA rooms
- Pull stations located by exit doors and stairwells
- Three fire extinguishers per floor
- Two fire exit evacuation plans per floor
- 1st, 2nd, 3rd floor are charged wet
- Attic has a pre- action dry system

Eocene Court:

- One smoke detector and one combination smoke detector/CO2 detector in each apartment (16). There are no fire extinguishers in any unit. Fire hydrants are located on the North side of the apartments.
- In the Residence Life handbook on p. 6 under Electrical/Furnishings it is stated, "A working smoke detector is provided for each apartment. It is against the law to tamper with and make unusable the smoke detector. It is your obligation to routinely check the detector and report any problems or disrepair immediately to the Court's manager or Residence Life Office."

All fires are reported to the Residence Life Office and Campus Security. Housing Fire Logs are maintained by the Residence Life Office, Hoke Union Building, Room 111.

Fire Statistics for the 2011 calendar year.

Year	Housing Facility	Category of Fire	Cause of Fire	#of Fires	# of Deaths	# of injuries	Value of property damage	# of fire drills
2011	Alikut Hall	Unintentional	- Cooking	0	0	0	0	3
			- Smoking materials	0	0	0	0	
			- Open Flames	0	0	0	0	
			- Electrical	0	0	0	0	
			- Heating Equipment	0	0	0	0	
			- Hazardous products	0	0	0	0	
			- Machinery/ Industrial	0	0	0	0	
			- Natural	0	0	0	0	
			- Other	0	0	0	0	
		Intentional	(write a brief description of the fire below)	0	0	0	0	
				0	0	0	0	
Undetermined		0	0	0	0			
2011	Daugherty Hall	Unintentional	Cooking	0	0	0	0	3
			Smoking materials	0	0	0	0	
			Open Flames	0	0	0	0	
			Electrical	0	0	0	0	
			Heating Equipment	0	0	0	0	
			Hazardous products	0	0	0	0	
			Machinery/ Industrial	0	0	0	0	
			Natural	0	0	0	0	
			Other	0	0	0	0	
		Intentional	(write a brief description of the fire below)	0	0	0	0	
				0	0	0	0	
Undetermined		0	0	0	0			

<u>Year</u>	<u>Housing Facility</u>	<u>Category of Fire</u>	<u>Cause of Fire</u>	<u>#of Fires</u>	<u># of Deaths</u>	<u># of injuries</u>	<u>Value of property damage</u>	<u># of fire drills</u>
2011	North Hall	Unintentional						3
			Cooking	0	0	0	0	
			Smoking materials	0	0	0	0	
			Open Flames	0	0	0	0	
			Electrical	0	0	0	0	
			Heating Equipment	0	0	0	0	
			Hazardous products	0	0	0	0	
			Machinery/ Industrial	0	0	0	0	
			Natural	0	0	0	0	
			Other	0	0	0	0	
		Intentional	(write a brief description of the fire below)	0	0	0	0	
				0	0	0	0	
		Undetermined		0	0	0	0	
2011	Hunt Hall	Unintentional						3
			Cooking	0	0	0	0	
			Smoking materials	0	0	0	0	
			Open Flames	0	0	0	0	
			Electrical	0	0	0	0	
			Heating Equipment	0	0	0	0	
			Hazardous products	0	0	0	0	
			Machinery/ Industrial	0	0	0	0	
			Natural	0	0	0	0	
			Other	0	0	0	0	
		Intentional	(write a brief description of the fire below)	0	0	0	0	
				0	0	0	0	
		Undetermined		0	0	0	0	
<u>Year</u>	<u>Housing Facility</u>	<u>Category of Fire</u>	<u>Cause of Fire</u>	<u>#of Fires</u>	<u># of Deaths</u>	<u># of injuries</u>	<u>Value of property damage</u>	<u># of fire drills</u>
2011	Eocene Court	Unintentional						0
			Cooking	0	0	0	0	
			Smoking materials	0	0	0	0	
			Open Flames	0	0	0	0	
			Electrical	0	0	0	0	
			Heating Equipment	0	0	0	0	
			Hazardous products	0	0	0	0	
			Machinery/ Industrial	0	0	0	0	
			Natural	0	0	0	0	
			Other	0	0	0	0	
		Intentional	(write a brief description of the fire below)	0	0	0	0	
				0	0	0	0	
		Undetermined		0	0	0	0	

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The purpose of the Emergency Response and Evacuation Procedures are to clearly communicate with the EOU community in times of crisis or when critical issues face the University by preparing in advance University personnel and offices who will be responsible for dealing with a crisis and for gathering and relaying accurate and critical information to internal and external audiences.

Crisis Situation

A crisis situation or critical issue shall be defined as any event or situation identified by the President, one of the Vice Presidents and/or senior staff as having a major impact on the University community. Examples include a fire, explosion, suicide, accidental death, illness sweeping the University, weather disaster, assault or rape, drowning, serious off-campus accident or incident with a traveling athletic team or group of students, political, legal, or news event(s) wherein the University plays a significant role, whether by choice or not, or a national disaster, crisis or issue. It does not include isolated incidents that would be handled internally by those overseeing Student Affairs or other specific divisions. The term “crisis” or “critical” most frequently refers to the period immediately following a situation that has widespread interest among the University, local, regional and national communities, thus generating local, state and national media coverage, requiring the University’s full attention for its duration.

Procedures

The contact procedure to immediately alert the University of a current or potential crisis or for updates, information, or questions about EOU issues, is as follows:

1. Contact your Dean or Director. In their absence, contact the VP for University Advancement (UA) and the EOU Foundation.
2. Contact the President’s Office (Provost’s Office in President’s absence).

Institutional or Faculty/Staff Crisis or Critical Issue: an accident, traumatic event (arrest, assault, rape), or death of a faculty or staff member, a serious off-campus accident, event involving emergency services and/or the police or sheriff’s department, or any political, legal or news event in which the University plays a significant role.

1. Immediate response: Dean, Department Director or Supervisor calls 911/Fire Department/Emergency Unit and/or division Vice President (President in event of Vice President’s absence).
2. Vice President contacts President (Provost in President’s absence), VPUA and Facility Operations (as needed).
3. President convenes Crisis/Critical Issues Management Team, which:
 - a. Gathers and clarifies details to establish an information baseline;
 - b. Identifies spokesperson;
 - c. Identifies contact for family of faculty/staff directly involved;
 - d. Assigns specific responsibilities for Team members as needed.
4. The VPUA drafts a response and contacts and responds to other publics as assigned by the President, including the University community, local and/or specific media outlets and community, regional media and OUS Communications Office.

Student Crisis

Student crisis examples may include an accident, traumatic event (arrest, assault, rape), or death of a student, serious off-campus accident with a traveling athletic team or group of students, event involving emergency services and/or the police or sheriff's department, or any political, legal or news event in which the University plays a significant role.

1. Immediate response: Resident Assistant (RAs) or Hall Director calls 911/Fire Department/Emergency Unit and Vice President for Student Affairs (Director of Housing and Student Involvement in Vice President's absence).
2. Vice President for Student Affairs contacts the President (Provost in President's absence), VPUA and Facility Operations.
3. President convenes Crisis/Critical Issues Management Team, which:
 - a. Gathers and clarifies details to establish an information baseline;
 - b. Identifies spokesperson;
 - c. Identifies contact for parents of students directly involved;
 - d. Assigns specific responsibilities for Team members as needed.
4. VP UA drafts official response/statement and contacts and responds to other publics as assigned by the President, including the University community, local media and community, regional media and OUS Communications Office.

Contact Information

The objective is to make all emergency numbers known by posting in course catalog, faculty/staff directory, student handbook, website, etc. All students should be made aware of the "EOU Alert" Emergency Notification Service, 911 emergency service, provide residence hall coordinators and RAs with telephone numbers for fire department, emergency units, hospital, police, poison control center. Leadership numbers – President, Provost, Vice Presidents, Deans, Director of Housing and Student Involvement, Security Office and Facility Operations – will be available through their supervisor.

Emergency Evacuation Procedures

Some emergencies may require evacuation of a campus building(s). Examples include fire, earthquake, hazardous materials, or a power outage. The University conducts at least one evacuation drill per year with advance notice of 24 hours or more. The procedure is outlined below:

1. At the sound of emergency alarm, building managers notify occupants to exit the building following posted evacuation routes.
2. Occupants meet at designated areas coordinated by Campus Security outside of the building.
3. Campus Security conducts a final sweep of all offices/rooms to ensure every occupant has been evacuated. Campus Security determines when it is safe for occupants to re-enter the building.

Communicating and Disseminating Information

A spokesperson will be identified who will work directly with the top campus decision maker. It should be someone who can speak with authority, have an understanding of the media and will be responsible for gathering information and relaying it to the various constituencies, including the media. The President should be involved but at the outset should not be the University spokesperson until it is clear what has happened and the University has a response. The initial spokesperson should be the VP UA or the vice president responsible for the area affected by the crisis. There should be only one voice at all

times representing the University to the public.

Tools Used for Emergency Communication

In the event of an emergency, the tools used, but are not limited to, the following:

1. “EOU Alert” (Emergency Notification System)
2. The EOU Website
3. E-mail
4. Audible

“EOU Alert” Emergency Notification System

The University will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system. “EOU Alert” enables the University to send alerts in emergency situations via e-mail, voice mail and text messaging. EOU uses the contact information collected only in the event of an emergency and to periodically test the system. “EOU Alert” will be used in combination with an on-campus audible broadcast system. In an emergency, the broadcast system will deliver specific, attention-getting tones, followed by a verbal message with detailed information about the situation and specific instructions for people on campus to follow.

Situation: Each crisis or emergency will require a unique public information response; the extent of the response will depend on the nature of the crisis. UA contacts include a broad range of internal and external constituencies, including print and broadcast media, community and political resources, alumni and parents. The office serves as liaison with other University units during a crisis.

Assumptions: Often the only information the public receives about an emergency is through the media; therefore, media relations are an essential element of any crisis plan. A crisis situation is big news and is likely to result in more public exposure for the University than hundreds of “good news” stories.

Operations: The objective is to ensure that the University’s public information response to an emergency is quick, accurate, sensitive and responsible. UA will coordinate crisis communications with the University and off-campus media. UA will set up a crisis communications center to remain open 24 hours a day during a crisis.

During an emergency, the VPUA and/or their designee will serve as the University’s spokesperson. Staff and other internal contact people will be given the spokesperson’s name and telephone number for referral of media calls.

Phases of Response

The immediate response protocol:

- a. The President’s office and the official spokesperson will determine if an official statement should be prepared and released.
- b. Spokesperson will brief all personnel assigned to answer the phone. Telephones in the UA will be designated as crisis hotline telephones with recorded messages of the latest information on the situation, one for the University community, one for all incoming calls.

Those phone numbers will be made available to the media at the beginning of a crisis period for dissemination to the public. A staff member will be assigned to update recorded messages for those phones.

- c. The spokesperson will collect basic information (e.g., type of emergency/disaster; time of event; actions taken; area and number of people involved; fatalities, injuries and extent of damage) and prepare an official news release. UA staff will be kept apprised of breaking news to enable them to answer media questions.
- d. The spokesperson will verify all sources of information.
- e. The spokesperson will clear news release with the President as quickly as possible before releasing it to the media.
- f. In cases involving employee or student injuries or deaths, appropriate University personnel will notify families before the information is released to the public.
- g. The spokesperson will coordinate the release of factual information with local hospitals and other disaster agencies, providing as prompt, accurate and complete information as possible.

Ongoing period

In the event of an ongoing crisis, UA staff will:

- a. Provide – via the news media and other available resources (“EOU Alert,” web, email, hotlines) – the public and University constituents with basic information about an emergency or threatened emergency.
- b. Keep the public, media and constituents informed of the situation and provide advice on what they should or should not do to prevent further damage or loss of life, panic or interference with emergency response efforts.
- c. Keep the public, media and constituents informed of where to seek temporary housing, food, etc., if that applies.
- d. Instruct the public on how to obtain further advice or information using news media and University resources such as “EOU Alert,” e-mail and website.
- e. UA will issue media updates as long as necessary, then scale back activities as warranted.

Organization and Assignment of Responsibilities

Organization: The VPUA and/or their designee will supervise communications with the media. UA staff members, as well as other University units and staff members, will be called upon for assistance when necessary.

Responsibilities: UA will provide assistance for compiling and relaying official statements to print and broadcast media.

- a. **Press Conferences:** When a press conference is called, the VPUA will lead those efforts. As soon as additional information becomes available, it will be relayed to the main office, enabling staff there to pass along the information to the media as they call with their questions. The President will speak at a press conference when a major crisis needs to be addressed or when s/he wishes to issue updates on the situation. It is not recommended to put the President out front at the onset of a crisis. Until the picture becomes clear, the official spokesperson should handle media communications rather than putting the President out front at the onset of a crisis.
- b. **Press Conference Site:** Designate a site large enough to accommodate media and their gear (cameras, lights, sound equipment). Use rooms in primary locations as available. Assess and alert appropriate staff for electrical outlets, access and other accommodations.

- c. Time: Must be convenient to the University’s personnel but also be early enough for media to meet news deadlines. This consideration is important for maintaining positive relationships with the media and eliminating rumor, speculation and misinformation. Depending on the crisis and the information to be released, consideration should be given to timing for live coverage of mid-day or early-morning news broadcasts.
- d. Parking: A University security officer should be posted to direct media to parking areas.

Media Relations: The protocol for interviews and general observation responses are as follows:

- a. Interviews. Members of the crisis team (see Issues/Crisis Team) will be available for interviews related to their specific areas and may be interviewed at their posts or some central location to be determined by the President and the VPUA. When a reporter contacts a member of the crisis team directly, the designated spokesperson for that unit may respond to questions in his/her area of expertise and immediately inform UA of the interview to enable media tracking and news compilation.
- b. General Observations. Dealings with the media always should be honest and courteous to encourage the media’s confidence in and respect for University personnel. Spokespersons’ attitudes toward media reflect on the image of the University. Withholding information from the media will generate distrust.

Issues/Crisis Teams

Based upon the type of crisis or critical issue, certain key people will work directly with the President’s Office and UA to facilitate the dissemination of information. The key to an effective crisis/critical issue team is to form an effective response team. It is not recommended to view this group as a committee.

Students	Institutional or Faculty/Staff
President – Bob Davies	President – Bob Davies
Provost – Stephen Adkison	Provost – Stephen Adkison
Vice President for Student Affairs – Camille Consolvo	Vice President for University Advancement – Tim Seydel
Director of Facilities – David Lageson	Director of Facilities – David Lageson
Vice President for University Advancement – Tim Seydel	Vice President directly involved
Director of Residence Life – Stephen Jenkins	
Director of Student Health	
- Muriel Shaul (Administrative)	
- Carrie Lane (Clinical)	
Director of Athletics (if crisis involves sports) – Anji Weissenfluh	

Questions or inquiries regarding this report should be directed to the Director of Student Relations, Office of the Vice President for Student Affairs, Inlow Hall, Room 206, or call (541) 962-3635.