

## Chapter 8: Emergency Protocols

This chapter presents information about what to do in the case of an emergency. Links to the campus's Emergency Preparedness Guide are provided in this section. Finally, this section may be supplemented with information from your Department if your Department deals with particular situations that are not covered by this chapter.

**First and foremost:** If the situation is dire or if anyone is in danger  
**Dial 9-1-1**

Non-emergency contact numbers

- ✓ For the fire marshal, the phone number is 860-832-2386
- ✓ For environmental health & safety, the phone number is 860-832-3068
- ✓ For the police, the phone number is 860-832-2375.

### **If a student or colleague is injured in your classroom**

If the injury is not life-threatening or of immediate danger, call the campus police, the police will come to the classroom and assess the situation, fill out a report, and perhaps refer the student to the University Health Service Office.

If the situation is serious, call 9-1-1.

**For other questions or emergencies** see the CCSU Campus Safety website: <http://www.ccsu.edu/page.cfm?p=1689> .

### **Public Safety and Emergency Preparedness**

At Central Connecticut State University campus safety is one of our paramount concerns. The University Police Department and other administrative offices regularly participate in emergency preparedness training drills and continually seek new and more effective ways to meet potential campus crises. The Emergency Preparedness Guide (<http://www.ccsu.edu/page.cfm?p=1630>), the Workplace Violence Policy (Faculty Handbook p. 5.90), and this chapter present information about the University's preparedness to respond to such an incident.

### **Public safety response information**

- We have over 200 surveillance cameras on the campus.
- We have the capability to make email notices to the entire campus community and are exploring technologies that will expand our notification capabilities.
- We have implemented a campus-wide speaker announcement system (Library and Student Center are first to have been installed).
- We have a full time PD staff of 23 sworn officers.
- The command staff of the police department consists of all veteran officers.
- All officers have received Active Shooter training and we have acquired appropriate weaponry.
- We have an incident Command Center.
- We have a threat assessment team that evaluates issues involving students or staff.
- We follow the State's Zero Tolerance Policy for workplace violence and weapons on State property.
- Key personnel have had crisis management training.
- We will begin regular training for supervisory staff on crisis management.
- Procedures are in place to obtain whatever other police assistance may be needed (municipal, state, and federal).
- We are working aggressively to enhance our communication systems.
- We will be working, as we have in the past, with federal, local and state law enforcement on a regular basis to enhance their knowledge of our campus, including appropriate SWAT team training exercises with municipal and state officers.
- We will provide refresher training for all faculty and staff regarding how to deal with incidents of violence or threat.
- We had a recent risk assessment audit to which we are responding. The risk consultant has recommended and we are working on updating our building and grounds drawings and putting them in electronic format that can be used by emergency response teams.
- We will be updating all student and staff emergency contact information.
- We will be working with the Counseling & Wellness Center to address domestic mental health/stress issues and to expand staffing.

Faculty members with suggestions about how to approve campus security are invited to give suggestions to

- their Dean and Provost,
- the Safety and Environmental Safety Committee,
- the campus Police,
- the campus Environmental Protection faculty,
- the Faculty Senate,
- the Chief Administrative Officer,
- the Human Resources Officer,
- the President, and/or
- the University Planning and Budget Committee.

The University also offers students, faculty members, and staff members access to the services of

- the Counseling & Wellness Center,
- the Employee Assistance Program, and
- Campus Ministries.

For more information, please see Faculty Handbook, Chapter 6 for information on the services provided by the University Police, the Counseling and Wellness Center, the Campus Ministry, Human Resources, and the University Health Service.