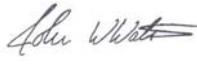

Memorandum

Vice President

Office of Academic Affairs

TO: Faculty and Staff

FROM: Dr. John Watson 
Vice President for Academic Affairs

RE: Emergency Operations Plan
Sheltering Areas

DATE: March 19, 2009

In response to a request from the Faculty Senate, the Office of Academic Affairs has compiled a list of key elements from the Emergency Operations Plan located on the website of the Department of Emergency Administration and Management. Although the list features some of the most important points of the Plan, we do encourage faculty and staff to familiarize themselves with the entire plan to the extent possible.

The attached document titled “Response to Emergencies on the Arkansas Tech University Campus” has been reviewed by the Faculty Senate and recommended for posting to the Faculty Resources website.

Additionally, sheltering areas have been identified in each academic building and the floor plans for those buildings with the sheltering areas highlighted are also attached. A sheltering area is defined as an area providing shelter primarily during a weather emergency.

Please review the materials attached and print as needed.

JW:pc

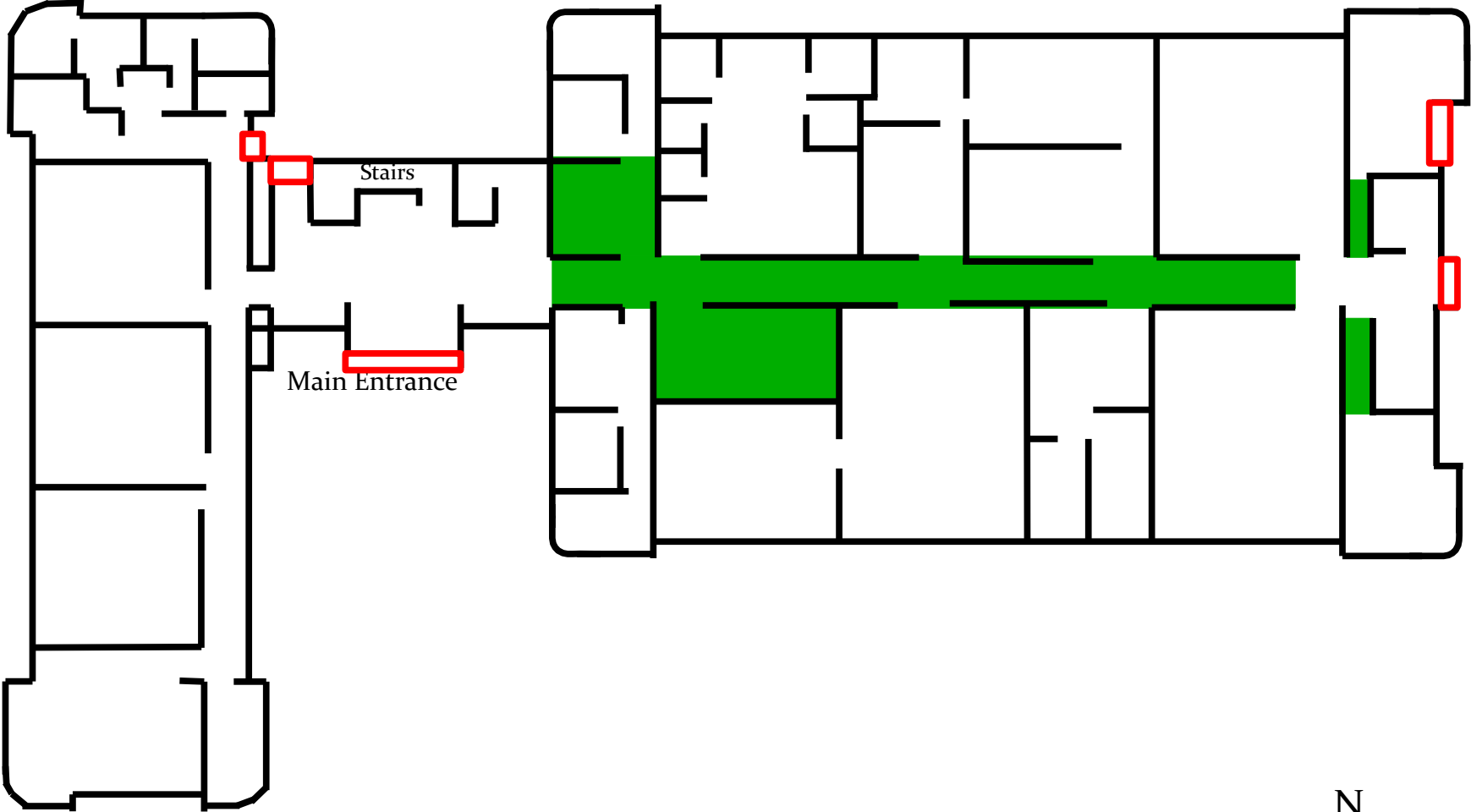
Responses to Emergencies On the Arkansas Tech University Campus

Questions have recently arisen regarding Tech's response in the event of an emergency. Although it would appear a simple answer would be sufficient, it is not. Concerns have also been expressed that the Emergency Operations Plan for the university, although it is posted on the web and available for all to review, is so lengthy that most people will not read it. It is probably true since most of us are so busy that we do not worry about an emergency until one exists. The reason the plan appears lengthy and complicated is because there is no standard response to all emergencies; nothing is an emergency until recognized as an emergency and reported, and the preparation must be for all contingencies.

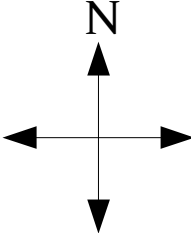
The purpose of this document is to provide in bullet format the most salient features of the Emergency Operations Plan and the relationship to individual responses.

- The President of Arkansas Tech University has been given primary responsibility (by the Board of Trustees) for responding to emergency situations.
- There is a chain of succession in place in case the President is unavailable to direct the response.
- There is an Emergency Operations Plan in place and there is a cadre of individuals, identified as the Crisis Management Team, who are assigned primary responsibilities in the event of a crisis situation. This plan is available at <http://eam.atu.edu/TechEOP.pdf>
- The people who have been assigned those responsibilities are aware of them and have practiced their responses to various hypothetical and real situations using the campus Emergency Operations Center.
- Some situations must be dealt with so rapidly that there will not be time to contact the President or his successor or to activate the Crisis Management Team until after the initial response must be made. Those conditions usually involve the campus police or faculty and staff reacting to an immediate threat.
- Faculty, staff and students who are not trained in emergency operations must use their best judgment when an unexpected emergency arises and contact emergency providers (police, fire, etc.) as soon as possible to allow trained individuals to provide assistance and activate the Emergency Operations Plan.
- Some emergency conditions, such as the possibility of a tornado or severe weather, can be predicted and a response can be coordinated. Recently a brief explanation regarding what to do in various emergency situations was placed in all academic classrooms on campus. A copy of this explanation is available at http://eam.atu.edu/emergency_procedures.pdf
- Sheltering areas (areas within buildings which are considered to be the safest locations during severe weather) have been identified in all campus buildings.
- Academic Affairs is in the process of developing a method of clearly identifying those locations in each building.

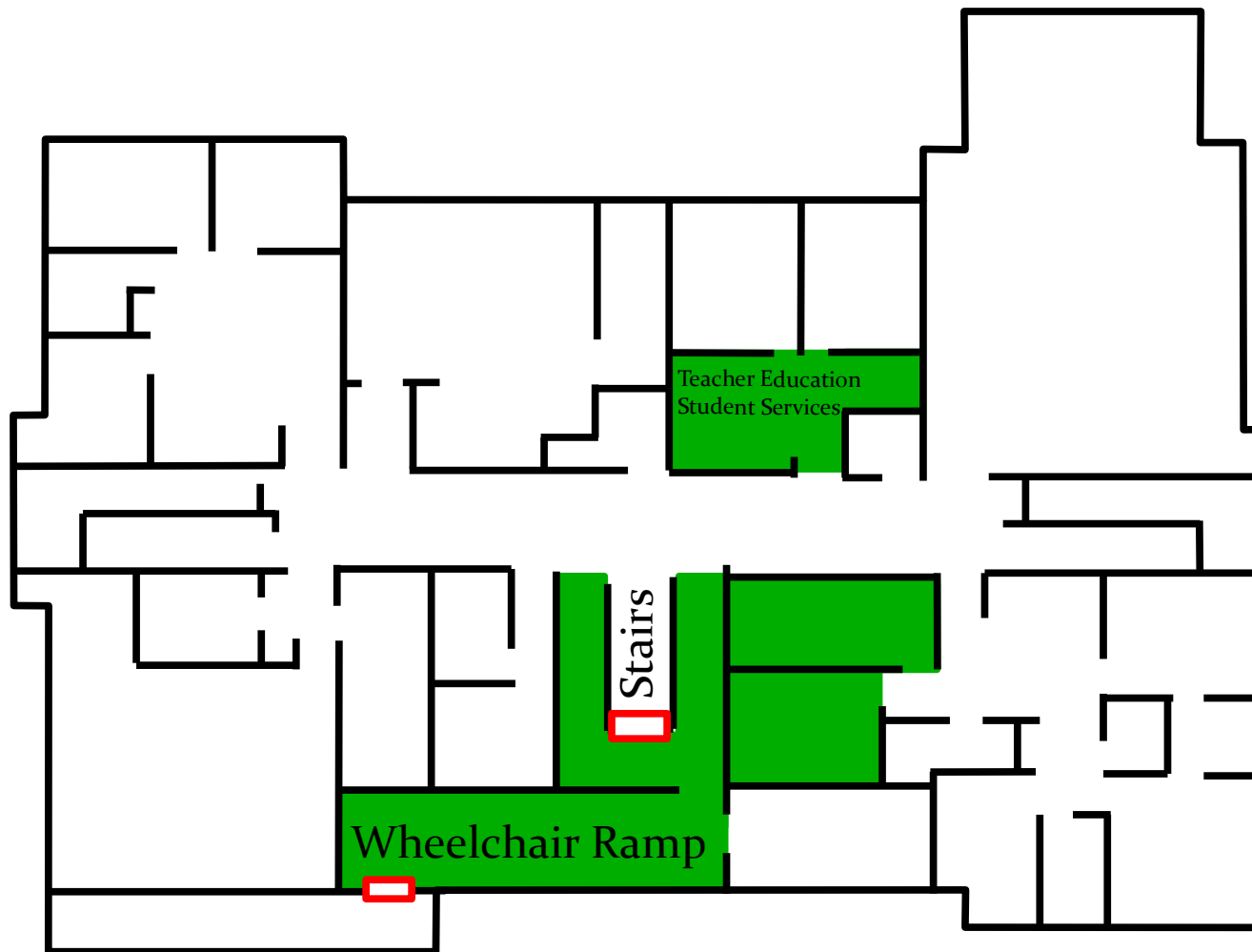
Corley Sheltering Areas



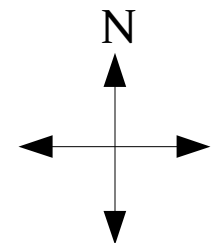
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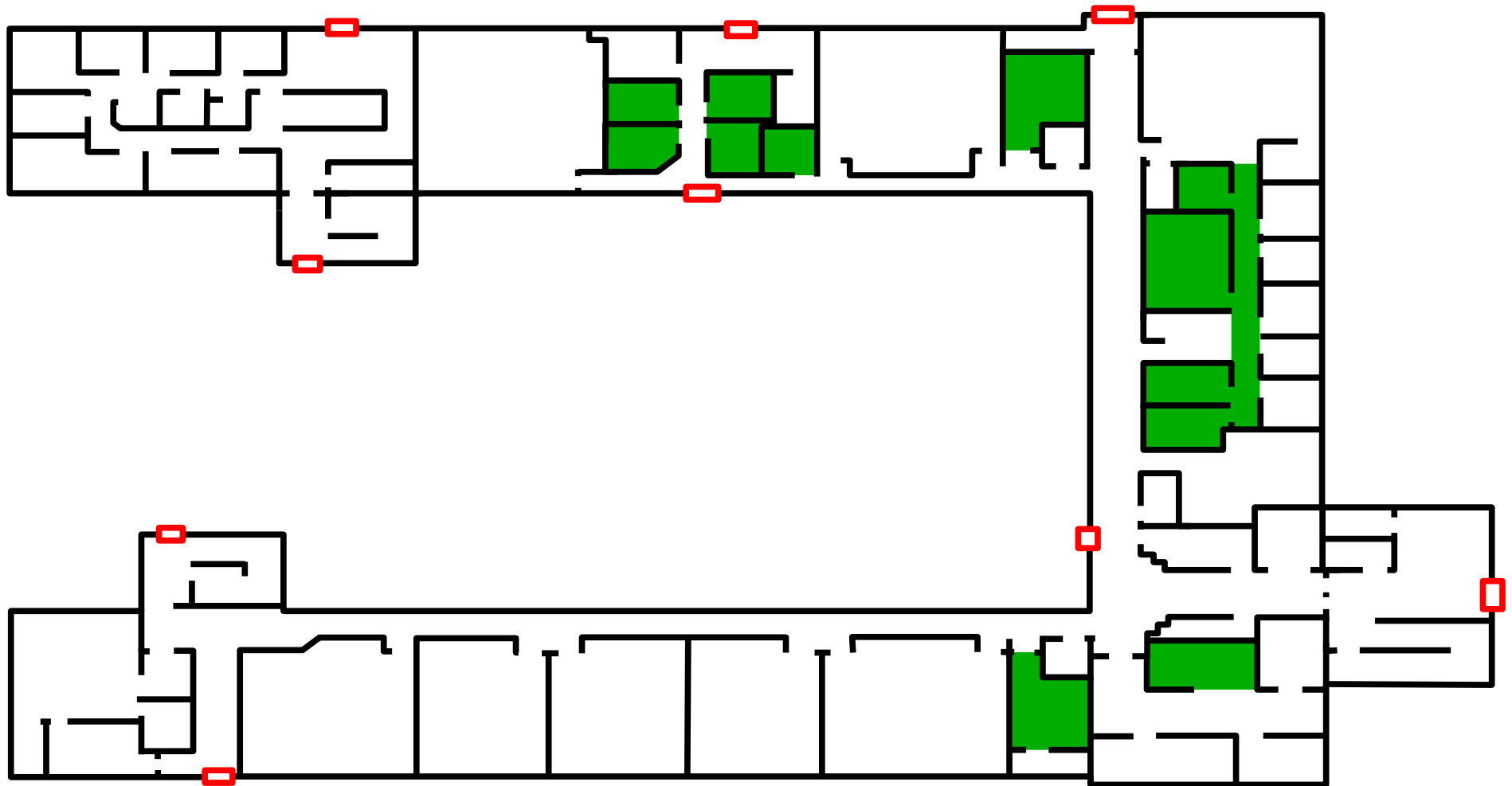
Crabaugh Sheltering Areas



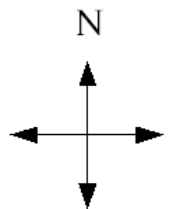
-  = Sheltering Area
-  = Exits



Dean Hall Sheltering Areas

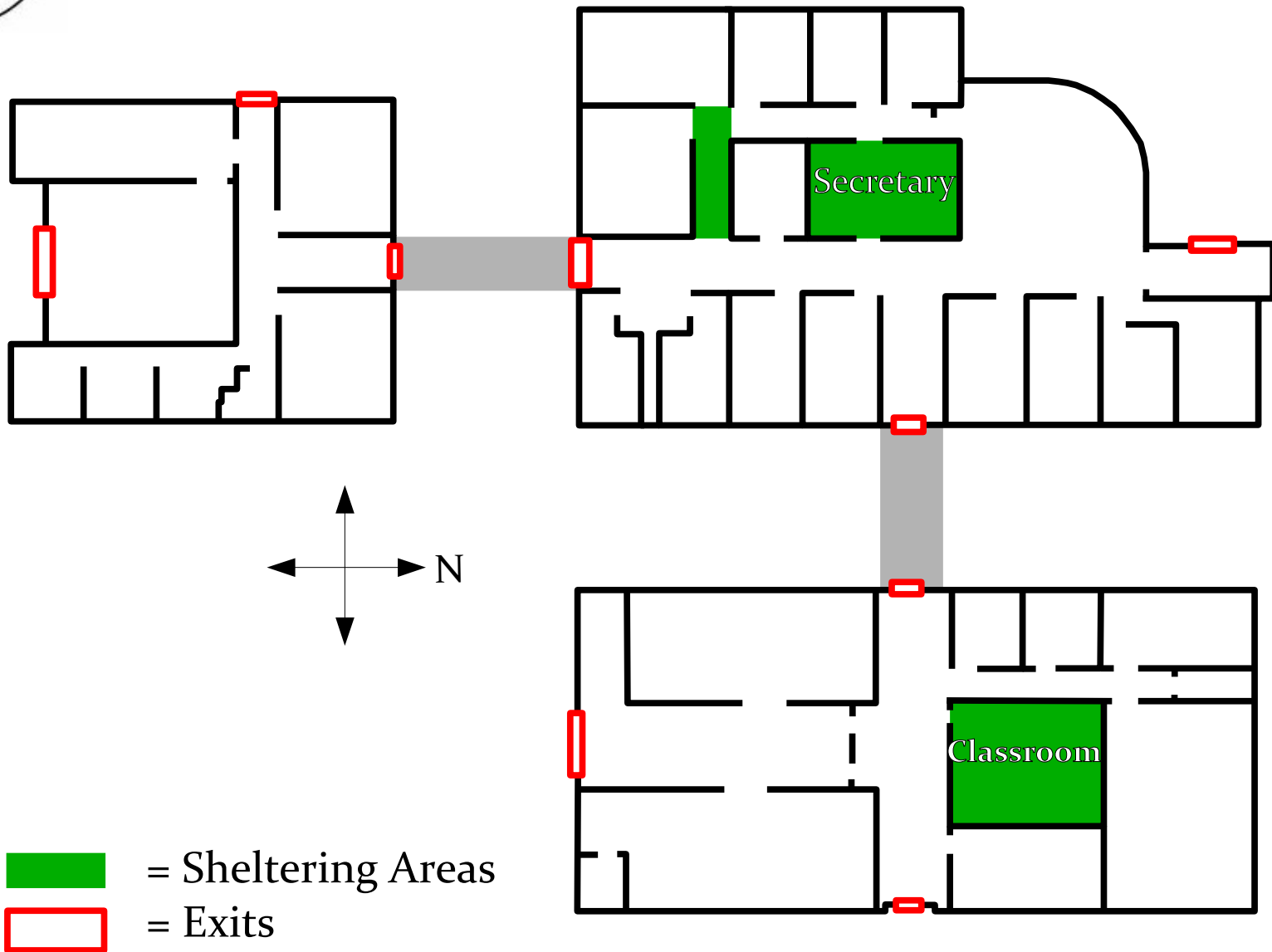


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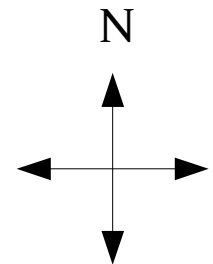
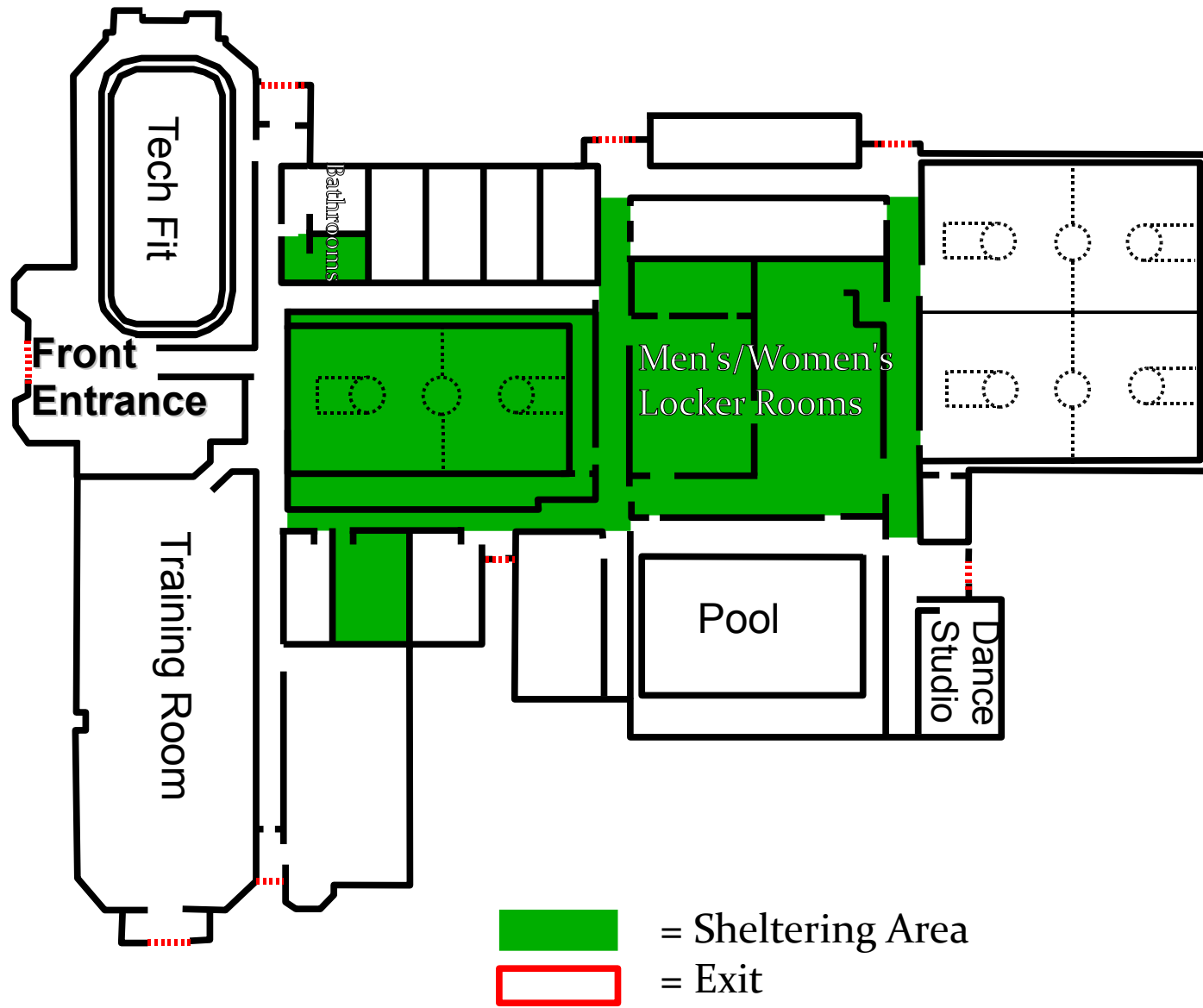




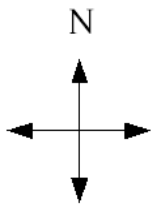
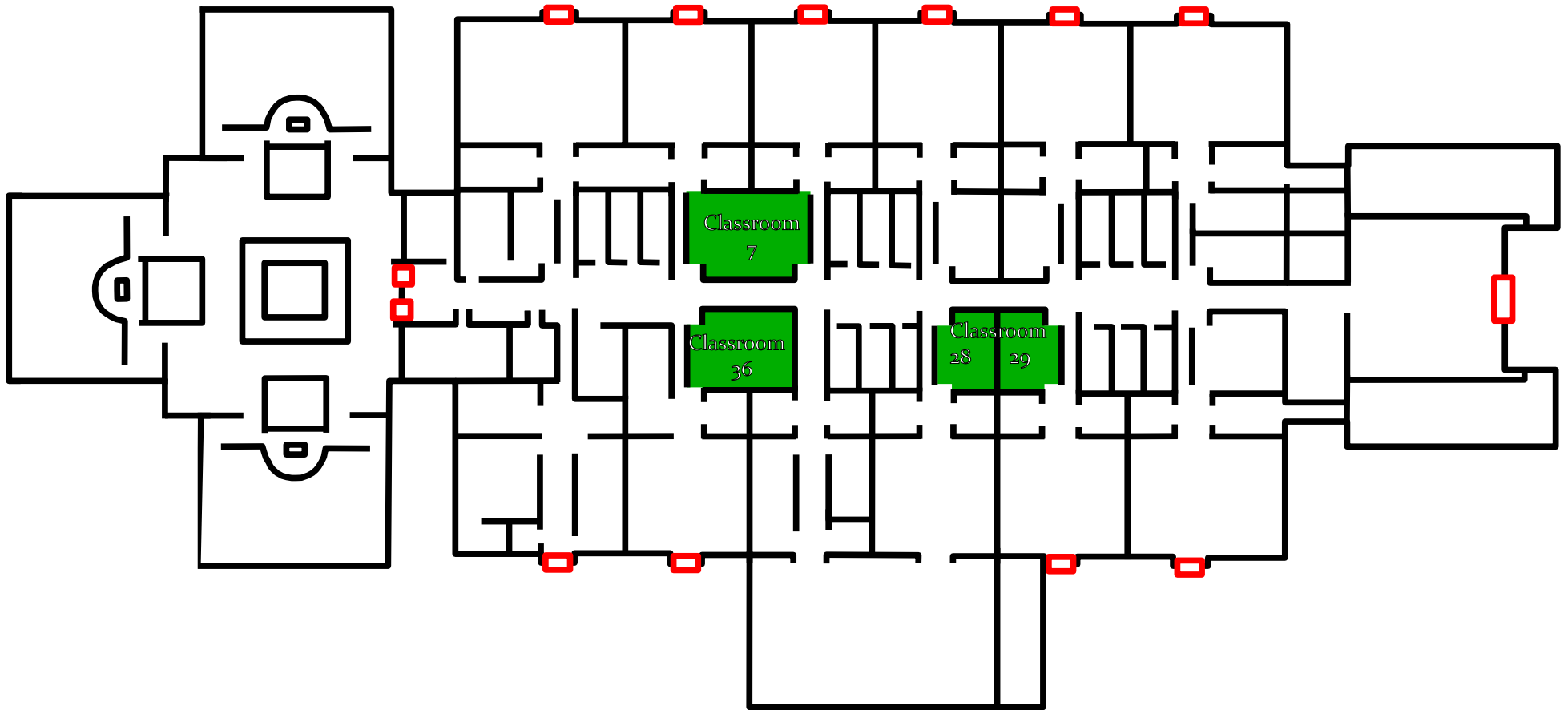
Energy Center Sheltering Areas



Hull Building Sheltering Areas



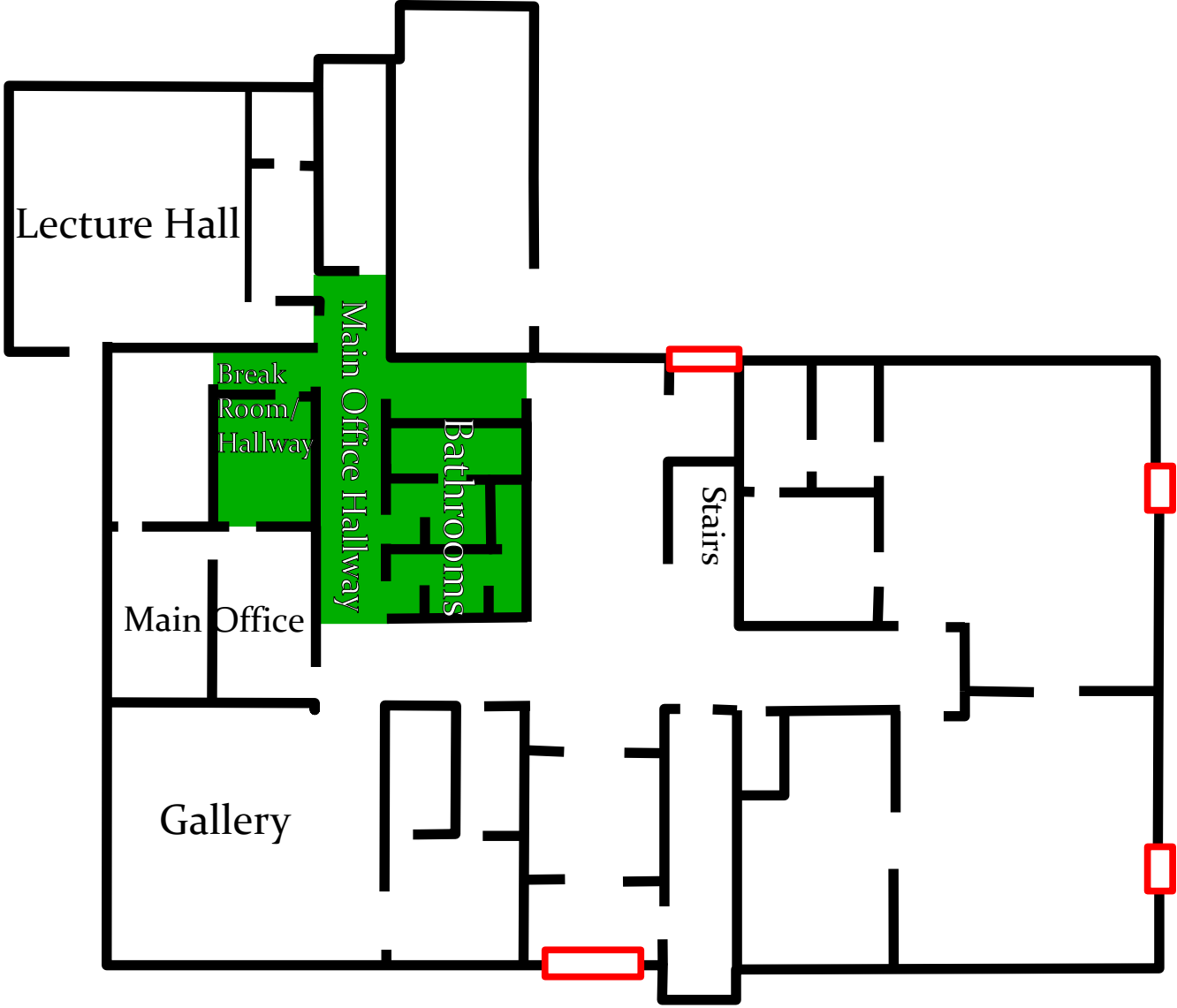
McEver Science Building Sheltering Areas



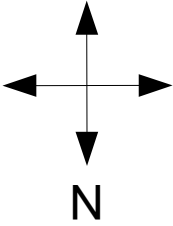
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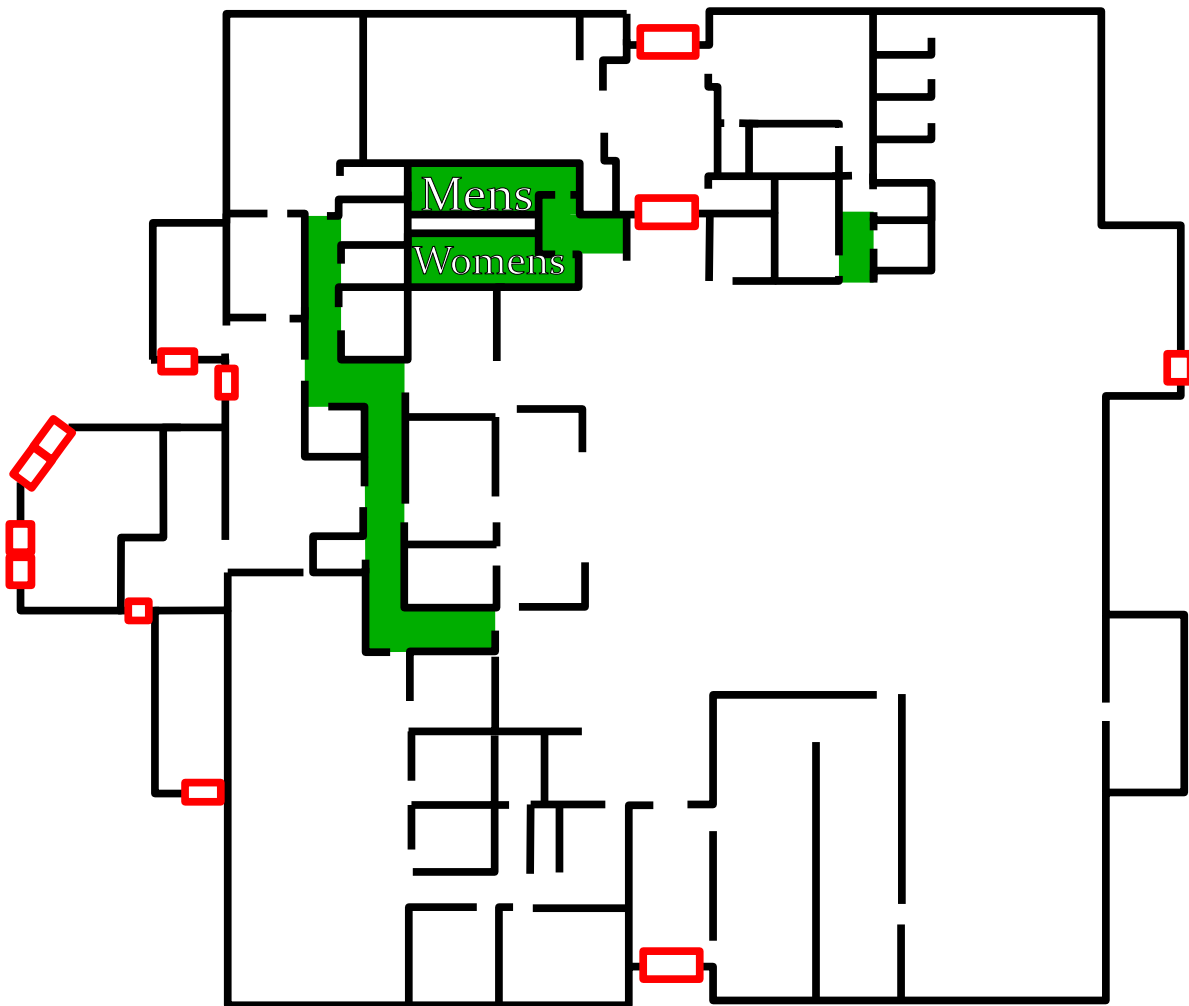
Norman Art Building Sheltering Areas



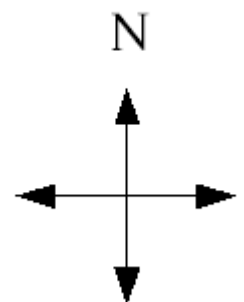
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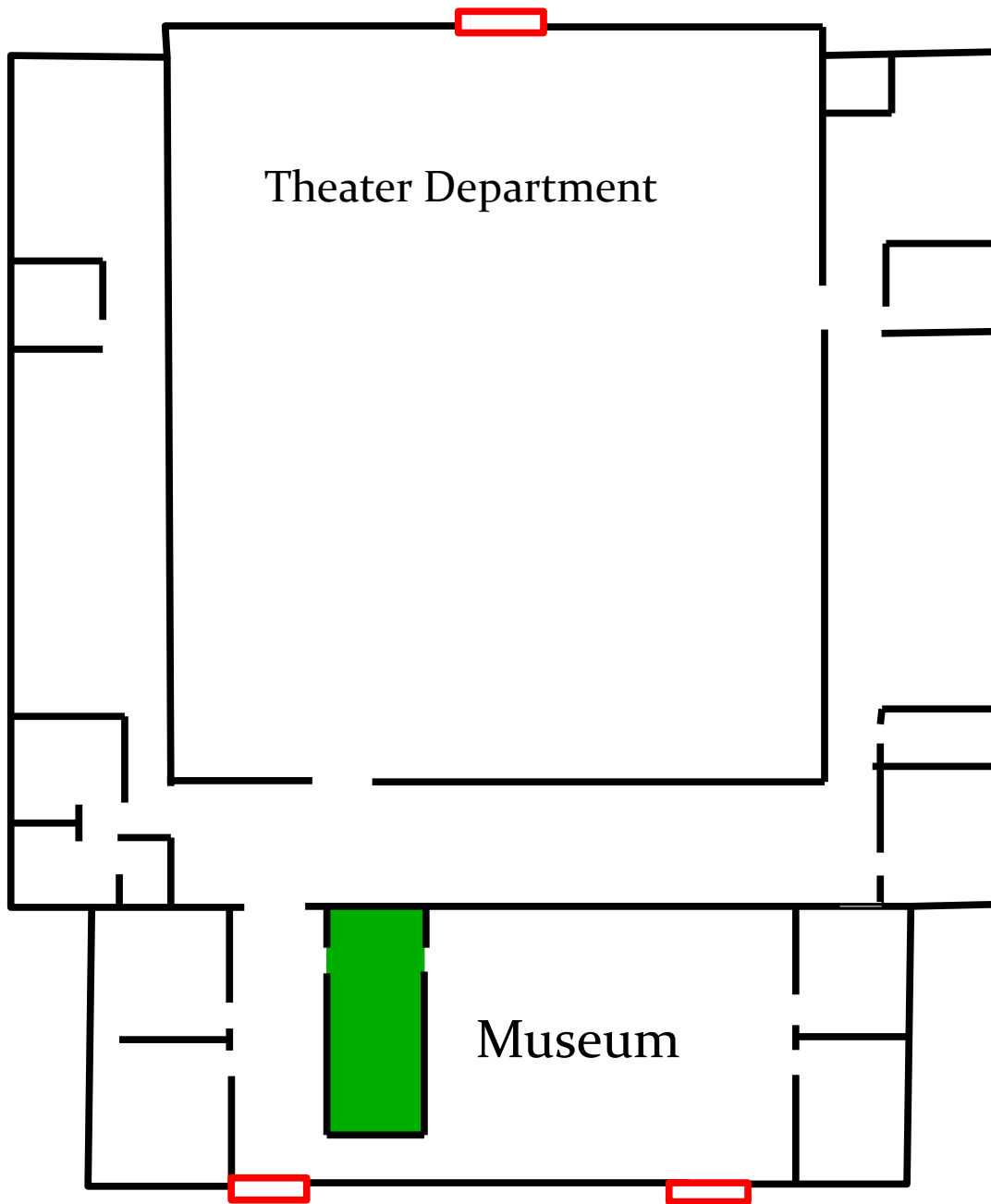
Ross Pendergraft Library Sheltering Areas



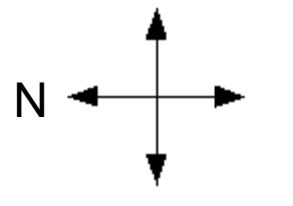
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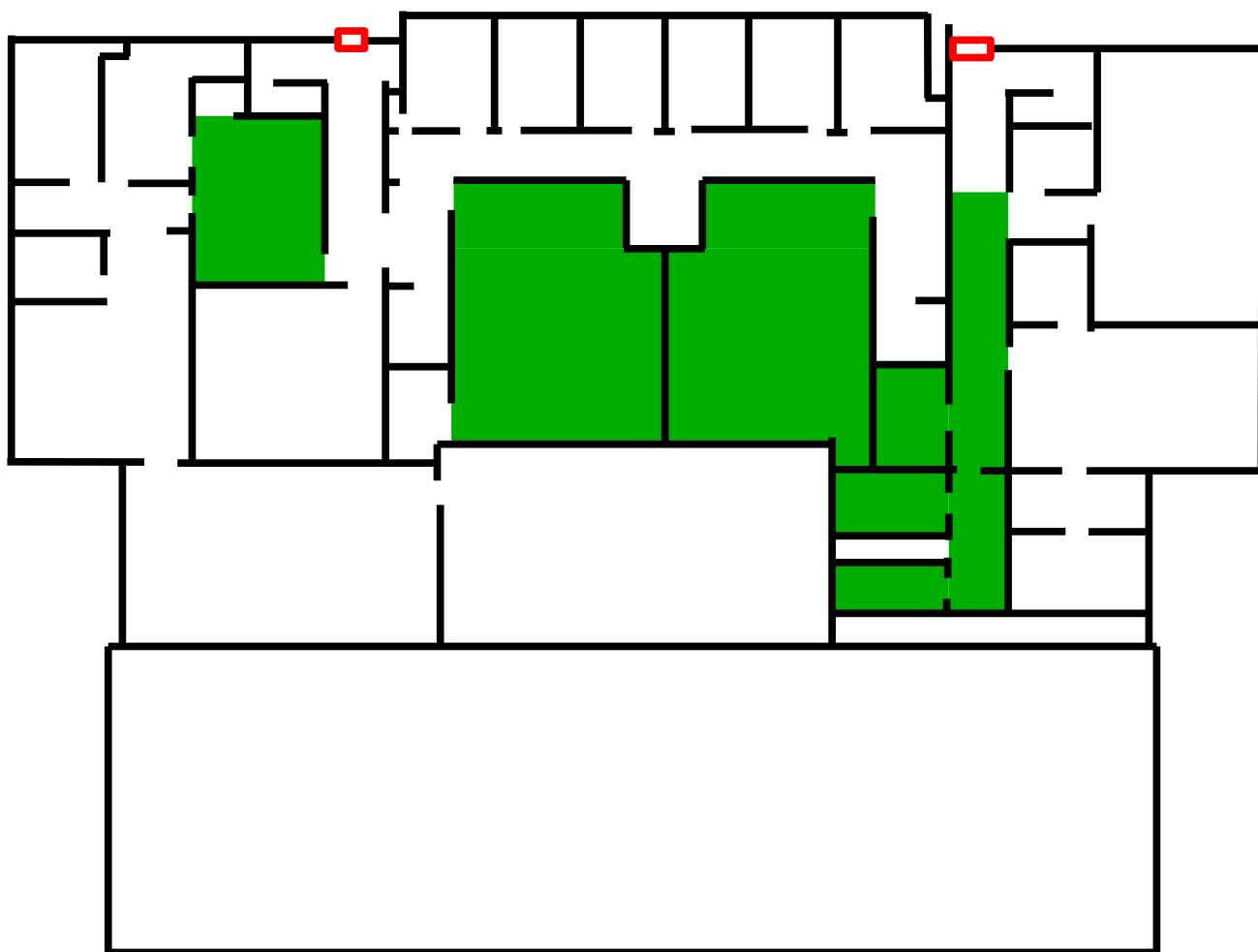
Techionery Sheltering Areas



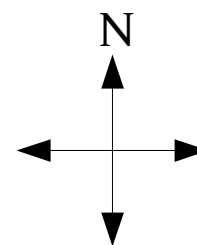
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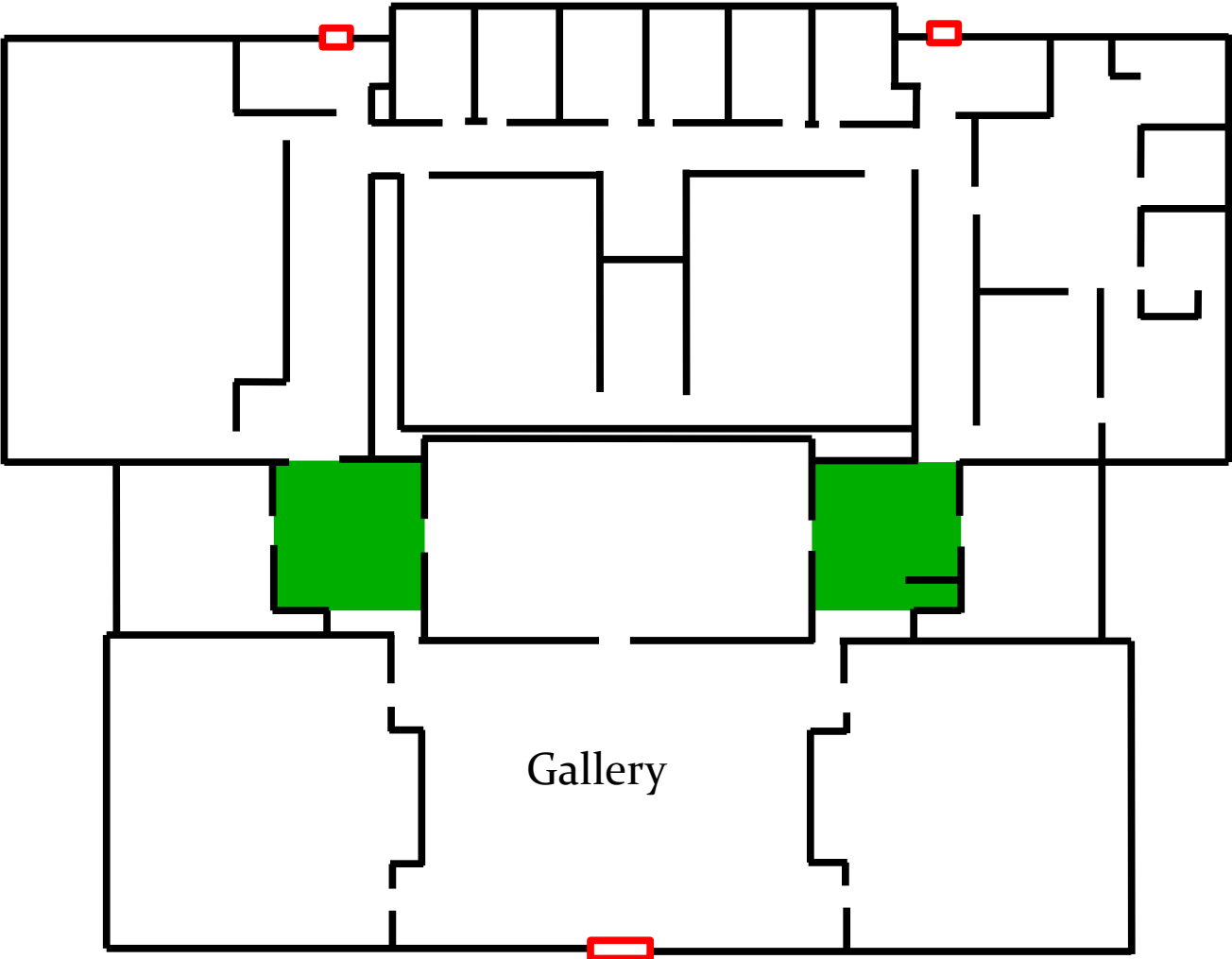
Tomlinson Basement Sheltering Areas



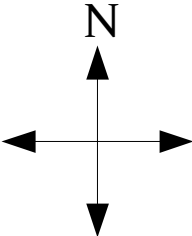
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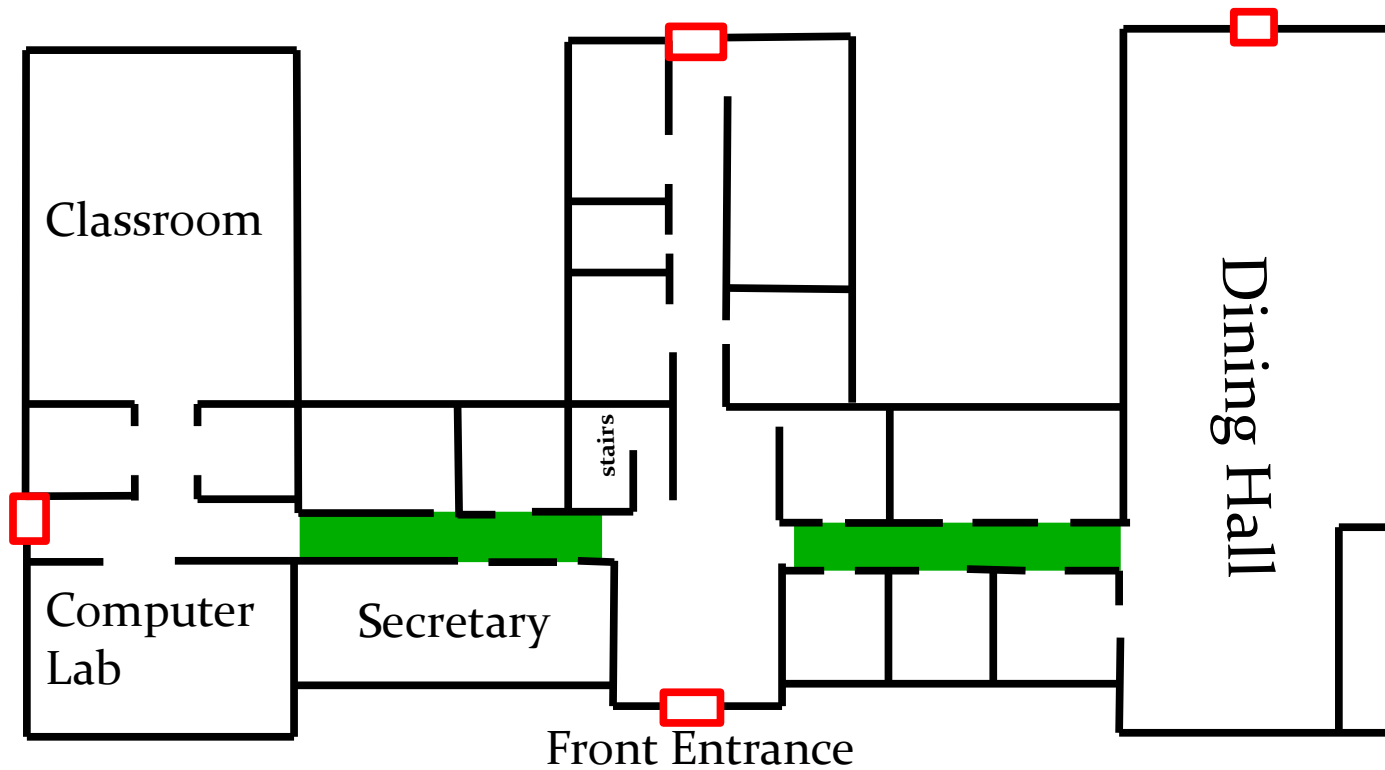
Tomlinson First Floor Sheltering Areas



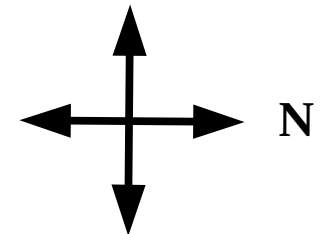
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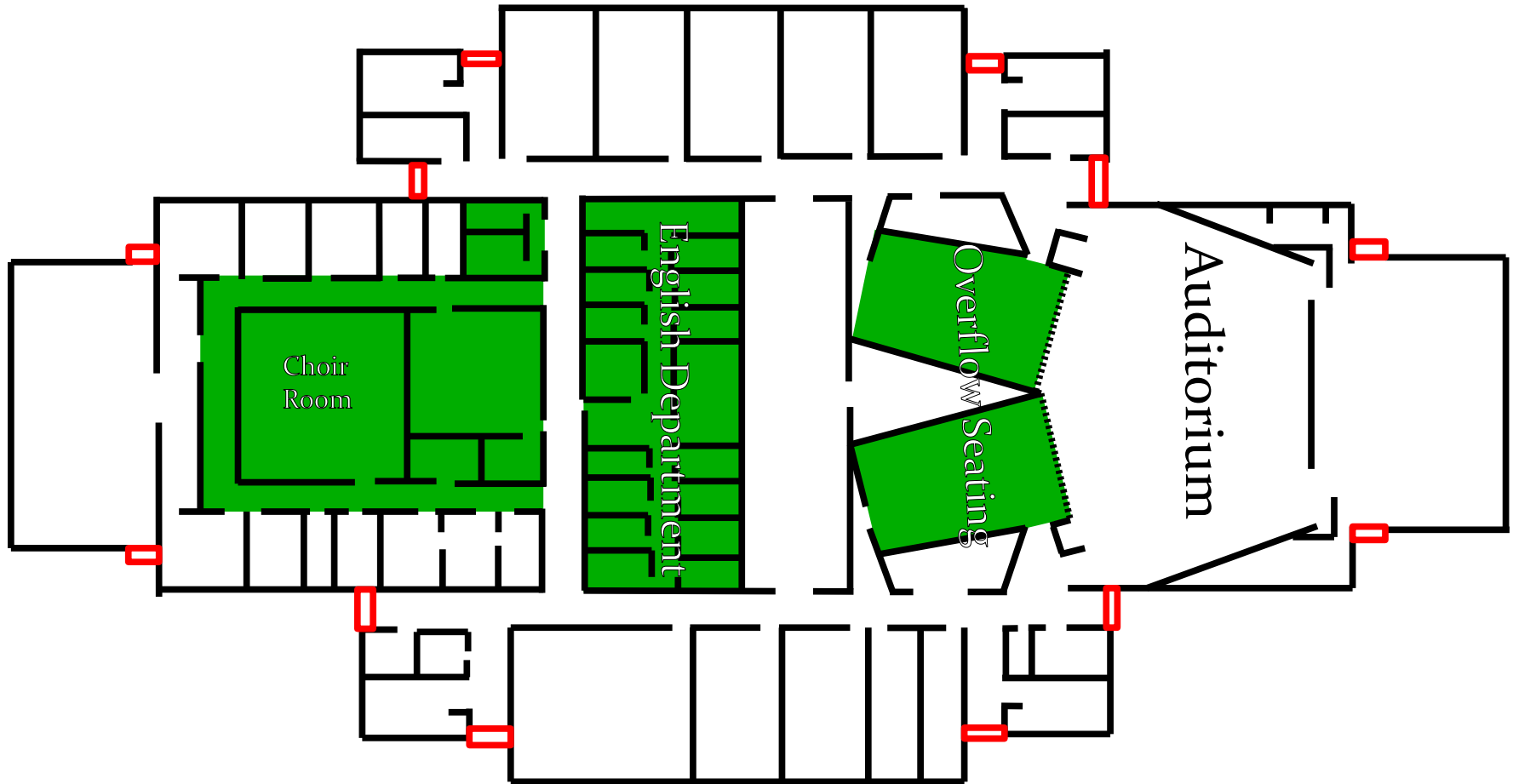
Williamson Sheltering Areas



-  = Sheltering Area
-  = Exits



Witherspoon Sheltering Areas



-  = Exits
-  = Sheltering Area

