



University at Buffalo  
OFFICE OF SHARED GOVERNANCE  
FACULTY SENATE

**Executive Committee Meeting**  
**Wednesday, March 8<sup>th</sup>, 2017**  
**3:00pm - 4:30pm, 567 Capen Hall**

<b>CHAIR:</b> Philip Glick PRESENT
<b>SECRETARY:</b> Cynthia Tysick EXCUSED
<b>PARLIAMENTARIAN:</b> James Hassett
<b>ARCHITECTURE &amp; PLANNING:</b> Beth Tauke <i>Beth Tauke</i>
<b>ARTS &amp; SCIENCES:</b> Sampson Blair <i>Sampson Blair</i> Michael Cowen <i>MC</i> Kenneth Dauber Stephen Dyson <i>SD</i>
<b>DENTAL MEDICINE:</b> Michael Hatton <i>present</i>
<b>EDUCATIONAL OPPORTUNITY CENTER:</b> Nancy Lane <i>Nancy Lane</i>
<b>ENGINEERING &amp; APPLIED SCIENCES:</b> Dimitris Pados Marina Tsianou <i>Marina Tsianou</i>
<b>GRADUATE SCHOOL OF EDUCATION:</b> Fenice Boyd <i>present Fenice Boyd</i>
<b>LAW:</b> Matt Steilen <i>MS</i>
<b>MANAGEMENT:</b> Sudhir Suchak
<b>MEDICINE &amp; BIOMEDICAL SCIENCES:</b> Jessy Alexander <i>present</i> Peter Elkin <i>PEL on Post</i> Gabriela Popescu Charles Wiles <i>present</i>



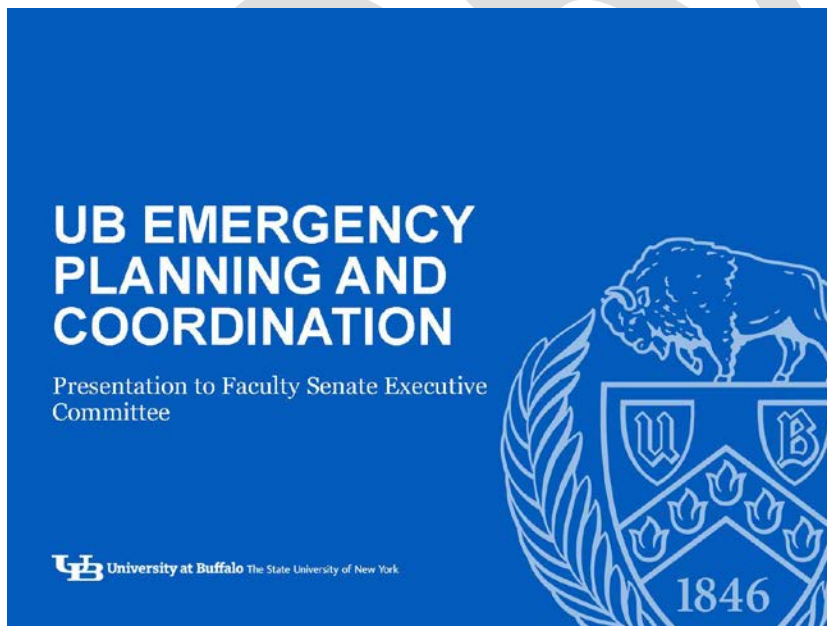
Secretary absent-no minutes to approve

1. Chair's Report

- a. Gender Equity Study Committee charged. Expect report at end of the academic year. They will share report with FSEC, FS Budget Priorities Committee and Equity and Inclusion Committee.
  - b. UBreathe Free Committee still at work.
  - c. Shared Governance Day was well attended, over fifty faculty and professional staff. The Graduate Student Association President gave a very nice talk. Next year we will try to schedule the Shared Governance Day in April
  - d. Mindcraft Faculty and Professional Staff Family Club 2.0
  - e. April 11<sup>th</sup> is Shared Governance Continuing Education with Robin Sullivan from CEI presenting on Social Media
  - f. Sean Sullivan and Chair will cycle through the Provost's 13 strategic planning points. Inclusion & Engagement of International Students, Faculty/Staff Handbook, Educational Collaboration, First-year Experience (First-year Readiness), Security at UB.
  - g. COACHE survey needs to get to 20%, we're right now at 15%.
  - h. Freedom of Speech issue-February 1<sup>st</sup> invited Milo Yiannopoulos to Berkeley. Although there was rioting and issues of safety concern that caused the speech to be cancelled Berkeley still felt it was a good decision to invite him because of freedom of speech.
2. Equity & Diversity Committee Report by Dr. Bett-postponed
  3. Presentation by G. Schoenle on UB Campus Security Presentation: An Update of UB's Emergency Planning and Crisis Management Plans (see attached)
  4. Motion to cancel FSEC meeting for 3/22/17 because it is during spring break-approved

Meeting adjourned at 4:30p

Submitted by Cynthia Tysick, FS Secretary, 4/11/2017



## UB uses a collaborative approach to campus safety

- EH & S is called in by the on scene supervisor when appropriate
- Emergency Management is activated in larger scale events or events that may have a significant or long term impact.
- Training and planning in advance is done with UPD, EH & S and Emergency Management
- UPD has MOUs with NYS Police, BPD, and APD
- University Communications manages information
- UB Incident Management Team is activated to coordinate response strategies

## UB Emergency Management

### Comprehensive Emergency Management Plan (CEMP):

- All hazards, phases, stakeholders, and impacts of incidents and emergencies
- UB Incident Management Team activations
- Specialized planning for unique hazards and vulnerabilities
- Continuity plans
- Departmental level plans
- Warning and Notification
- Policies for EM Program, Change in Scheduled Operations, Essential Personnel

## University Police

- 58 sworn police officers
- 44 Patrol Officers
- 5 Investigators
- 9 Lieutenants
- 3 Administrators







## UB Environment, Health and Safety (EH&S) Emergency Planning

- **Building Fire Prevention and Evacuation Plans (BFPEP)**
  - Required evacuation drills
  - Facilitate evacuations and assembly areas
  - Areas of Safe Refuge
- **Hazardous Materials Security**
  - Chemicals, Radioactive Materials and Biological Materials
  - Hazardous waste storage areas
  - Controlled substances
  - Shipping
- **EH&S Laboratory Inspections**
- **Annual Fire Code Inspections**
- **UB EH&S Hazardous Materials Response Team & IMT Participation**

## University Communications

### Responsible for Crisis Communications

During a Crisis, University Communications will:

1. Develop the university's **official messages**
2. Notify key audiences of the incident in coordination with the Incident Commander
3. Coordinate the distribution of **essential information** to students, faculty, staff and other
4. Issue the university's **first public/statement** as well as periodic updates
5. Identify and **prepare official UB spokespersons**
6. **Manage** the university's interactions with the **news media**

## University Communications

### Crisis Communications Team

The team consists of designated, trained staff within University Communications:

- **Public Information Officer (PIO)** responsible for developing official information about the emergency in coordination with Incident Commander
- **Operations group** uses confirmed facts and messages approved by the PIO to prepare communications
- **Information dissemination group** communicates official messages to internal and external audiences
- **Media relations group** is proactive and reactive with the news media
- **Logistics group supports** the work of the other groups in the team