

Faculty of Arts Council

Minutes

Wednesday, January 27, 2016

12:30-1:30 PM

Present: Tim Babcock, Jane Barter, Jim Clark, Samantha Cook, Barbara Foucault, Neil Funk-Unrau, Pauline Greenhill, Steven Kohm, Roy Loewen, Lisa McLean, Glenn Moulaison, Pauline Ripat, Jacqueline Romanow, Jim Silver.

Regrets: Karen Barkhouse, Jane Cahill, Fiona Green, James Hanley, Catherine Hunter, Jaqueline McLeod Rogers, Allen Mills, Alden Turner.

Emergency Preparedness

Martin Grainger from the Office of Emergency Preparedness came to speak to Chairs about the issue.

He indicated that planning in this area starts with the goal of keeping the University in operation.

The potential threats can include fire, flood, pandemics or violence. He wants departments to consider what could be done to prepare for such emergencies. Some would involve a University-wide plan and response. Others could be within the purview of faculties or departments. The question is what can be done to keep the University in operation if an environmental or personnel issue should arise.

He points that no plan is all-inclusive. The plan will always be in flux. But some pre-positioning of resources or equipment can better help us to address the concerns of students and other stakeholders.

In developing a plan, he suggest that departments first consider how classes and other academic work can proceed. A plan involves, at least, four steps.

- Stop, prevent or mitigate the situation.
- Preparedness: awareness of resources that can be tapped.
- Response: who will do what.
- Recovery.

On all PC desktops, an Emergency Procedures document is available. He would, of course, suggest reviewing these ahead of time, but this can also provide information as needed.

Should an emergency happen, calling 911 is appropriate. The system is designed to also alert security personnel, all of whom have first aid and emergency training.

Glenn Moulaison

Date