

UNIVERSITY OF THE DISTRICT OF COLUMBIA

UDC RESOLUTUION NO 2012-03

SUBJECT: Adoption of Emergency Notification and Evacuation Policy- Notice of Final Rulemaking

WHEREAS, the District of Columbia law (D.C. Official Code § 1201.01(a) provides for the Board of Trustees of the University of the District of Columbia to adopt, prescribe, amend, repeal, and enforce such bylaws, rules, and regulations as it may deem necessary for the governance and administration of the University; and

WHEREAS, pursuant to D.C. Official Code § 38-1202.06(3), the Board of Trustees is authorized to establish or approve policies and procedures governing admissions, curricula, programs, graduation, the awarding of degrees, and general policy for the components of the University; and

WHEREAS, the Campus Safety Act, also known as the Jeanne Clery Act, requires college and universities to report annual crime statistics, provide timely warnings of serious crimes when there may be a threat to others, and to keep a public log of campus incidents; and

WHEREAS, the substance of the proposed rules enacted herein was published on November 18, 2011 at 58 DCR 9883, for a thirty-day public comment period in accordance with D.C. Official Code § 2-505(a); and no public comment was received during the public comment period;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby adopts the Notice of Final Rulemaking attached and incorporated hereto; and

BE IT FURTHER RESOLVED the General Counsel is hereby directed to publish this Notice of Final Rulemaking in the District of Columbia Register as soon as is practicable; and

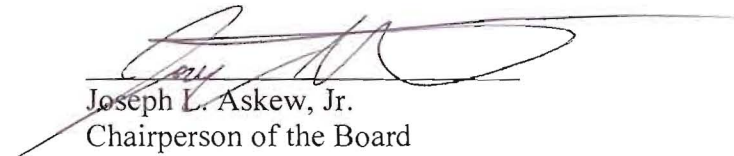
BE IT FURTHER RESOLVED that the Rules enacted herein shall take effect upon publication in the Register and that all prior inconsistent resolutions, customs, procedures, and practices are hereby repealed

Submitted by the Committee of the Whole

November 1, 2011

Approved by the Board of Trustees

January 18, 2012


Joseph L. Askew, Jr.
Chairperson of the Board

UNIVERSITY OF THE DISTRICT OF COLUMBIA

NOTICE OF PROPOSED RULEMAKING

The Board of Trustees of the University of the District of Columbia pursuant to the authority set forth under the District of Columbia Public Postsecondary Education Reorganization Act Amendments (Act) effective January 2, 1976 (D.C. Law 1-36; D.C. Official Code §§ 38-1202.01(a) and 38-1202.06)(3),(13) (2001 & 2011 Supp.) hereby amends chapter 6 (Campus Life) of subtitle B (University of the District of Columbia) of title 8 (Higher Education) of the District of Columbia Municipal Regulations (DCMR), as follows, effective upon publication of this notice in the *D.C. Register*. The purpose of the proposed rule is to comply with the Campus Safety Act, also known as the Jeanne Clery Act, which requires college and universities to report annual crime statistics, provide timely warnings of serious crimes when there may be a threat to others, and to keep a public log of campus incidents.

The substance of the rules adopted herein was published in the *D.C. Register* on November 18, 2011, for a period of public comment of not less than thirty (30) days, in accordance with D.C. Official Code § 2-505(a) (2011 Supp.). See 58 DCR 9883. No public comment was received by the Board within the public comment period. The Board adopted the rules as final on January 18, 2012.

Chapter 6, CAMPUS LIFE, of subtitle B, UNIVERSITY OF THE DISTRICT OF COLUMBIA, of title 8, HIGHER EDUCATION, of the DCMR is amended as follows:

A new section 619 is added to read as follows::

619 EMERGENCY NOTIFICATIONS

- 619.1 The University of the District of Columbia is committed to providing students, faculty, and staff with timely notification of emergencies that may present a serious or ongoing threat to the University community.
- 619.2 The University's Department of Public Safety and Emergency Management, in consultation with the President or his or her designee, shall establish an emergency response and evacuation procedures in compliance with applicable law.
- 619.3 An emergency notification is used for the purpose of informing the University community of a potentially dangerous situation.

619.4 All incidents that demonstrate potential safety or security risks to members of the University community shall be reported to the Chief of Public Safety and Emergency Management or his or her designee.

619.5 All emergency notifications shall be disseminated via e-mail, DC Alert, social networks, UDC website and related University websites, and local media outlets.

619.6 The University shall conduct both “evacuation drills” and “shelter in place drills,” which may either be announced or unannounced at the discretion of University officials. Such drills shall be conducted on an annual basis.

619.7 The University shall publicize its emergency response and evacuation procedures in conjunction with at least one test in a manner designed to reach students and staff.

619.8 Levels of Emergency include:

- (a) **Level 1** – a minor incident that is quickly resolved and has little or no impact on personnel or normal operations outside the locally affected area;
- (b) **Level 2** – a major emergency that disrupts sizeable portions of the campus community and may affect mission critical functions or life and safety, and which may require assistance from external organizations; and
- (c) **Level 3** – a major crisis or disaster involving the campus and/or surrounding community, including a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff.

619.9 Administrative Chain of Authority- the order in which University Administrators assume authority in the event of an emergency. The Chain of Authority would be as follows:

- (a) President;
- (b) Provost;
- (c) Community College Chief Executive Officer;
- (d) Vice President of Facilities;
- (e) Vice President of Human Resources;
- (f) Vice President of Student Affairs;
- (g) Vice President of Communications;

- (h) Managing Director of Finance;
- (i) Vice President of Government Relations;
- (j) General Counsel; and
- (k) Vice Provost.