Building Emergency Coordinators

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lauren</td>
<td>Porter</td>
<td>Career Development, Alumni, Study Room</td>
</tr>
<tr>
<td>Barbara</td>
<td>Lindsay</td>
<td>Career Development, Alumni, Study Room</td>
</tr>
<tr>
<td>Nathaniel</td>
<td>Jones</td>
<td>1st Floor Classroom Wing</td>
</tr>
<tr>
<td>Lesley</td>
<td>Wilson</td>
<td>1st and 2nd Floor Library</td>
</tr>
<tr>
<td>Brandon</td>
<td>Quarles</td>
<td>1st and 2nd Floor Library</td>
</tr>
<tr>
<td>Stephen</td>
<td>Rispoli</td>
<td>Faculty Wing and 2nd Floor Classrooms</td>
</tr>
<tr>
<td>Leah</td>
<td>Teague</td>
<td>Floater</td>
</tr>
<tr>
<td>Meredith</td>
<td>Meyer</td>
<td>Dean’s Suite, 2nd Floor Classrooms and Court Rooms</td>
</tr>
<tr>
<td>Suzy</td>
<td>Daniel</td>
<td>Dean’s Suite, 2nd Floor Classrooms and Court Rooms</td>
</tr>
<tr>
<td>Ricky</td>
<td>Lovecky</td>
<td>3rd Floor Library Wing</td>
</tr>
<tr>
<td>Karen</td>
<td>Ehgotz</td>
<td>3rd Floor Faculty Wing</td>
</tr>
<tr>
<td>Terri</td>
<td>Kroll</td>
<td>3rd Floor Faculty Wing</td>
</tr>
<tr>
<td>Rick</td>
<td>Sowell</td>
<td>3rd Floor Library Wing and 1st Floor Classroom Wing</td>
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</tbody>
</table>

Active Shooter

Avoid | Deny | Defend

During an act of violence.

AVOID starts with your state of mind.
- Pay attention to your surroundings.
- Have an exit plan.
- Move away from the source of the threat as quickly as possible.
- The more distance and barriers between you and the threat, the better

DENY when getting away is difficult or maybe even impossible.
- Keep distance between you and the source.
- Create barriers to prevent or slow down a threat from getting to you.
- Turn the lights off.
- Remain out of sight and quiet by hiding behind large objects and silence your phone.

DEFEND because you have the right to protect yourself.
- If you cannot Avoid or Deny be prepared to defend yourself.
- Be aggressive and committed to your actions.
- Do not fight fairly. THIS IS ABOUT SURVIVAL.

CPR / AED Information

AED Locations
- 1st Floor – In Library, behind counter
- 2nd Floor – Across from Room 234
- 2nd Floor – Library by stairwell near study carrels
- 3rd Floor – Near office 314D
- 3rd Floor – Near 302B

STEPS
- Check for response. Call 911 & get AED. If breathing abnormal, begin CPR
- Place heel of one hand in center of chest, place second hand on top, interlocking fingers. Press down with straight arms at 100-120 times / minute
- Open airway (head tilt, chin lift), pinch nose, give 2 steady breaths
- Continue CPR until AED arrives
- Attach AED pads to patient’s bare chest, follow AED voice prompts
- Continue CPR and follow AED prompts until EMS arrives or victim becomes unconscious.

NOTE: You do NOT have to be CPR/AED Trained to use an AED.
Severe Weather Assembly Areas

BUSINESS HOURS:
- 1st Floor interior restrooms
- Law Library Locker
- Stairwell to the right of the Law Library main entrance
- Stairwell by 127
- Cafeteria serving area
- Law Review
- 3rd Floor Faculty Wing (as a Last Resort when at full capacity)

AFTER HOURS:
- Interior Restrooms on all floors.

Evacuation Assembly Point

Move to Walkway located between Umphrey Law Center and the Mayborn Museum

- Always evacuate if the fire alarm sounds.
- Do not use elevators.
- Do not re-enter the building until an “All Clear” announcement is given by emergency personnel.

Baylor ALERT!

Emergency Alert System
Campus Wide

The following systems may be utilized to communicate emergency information and procedures to campus constituents (this also includes Timely Warnings and Safety Notifications):
- Outdoor Mass Notification System
- Indoor Voice Evacuation System
- Email
- Email notification to Baylor email account
- Text message to cell phone
- Audio message to cell phone / other telephone
- Designated Baylor websites
- Baylor Information Line (254) 710-4411

Securing Rooms

All classrooms, locker rooms, and Faculty/Staff Offices are equipped with manual locks inside the rooms to prevent intruders.

Fire

- Pull the nearest fire alarm to evacuate the building. Leave the building immediately after you hear the alarm.
- Do NOT use elevators. If you are trapped in the building, try to reach a point of refuge, like enclosed stairwell.
- Close doors and windows behind you to confine fire.
- Keep low to the ground if there is smoke
- On your way out, assist any MOBILITY-IMPAIRED PERSONS to an enclosed stairwell or other point of refuge if possible. Report their location to a Building Emergency Coordinator.
- Assemble at Evacuation Assembly Area

FOR ALL EMERGENCIES, CALL 254-710-2222
Contact Emergency_Management@baylor.edu for revisions