



# Umphrey Law Center

1114 S University Parks Dr.

FOR ALL EMERGENCIES, CALL 254-710-2222

## Building Emergency Coordinators

Lauren	Porter	Career Development, Alumni, Study Room
Barbara	Lindsay	Career Development, Alumni, Study Room
Nathaniel	Jones	1st Floor Classroom Wing
Lesley	Wilson	1st and 2nd Floor Library
Brandon	Quarles	1st and 2nd Floor Library
Stephen	Rispoli	Faculty Wing and 2nd Floor Classrooms
Leah	Teague	Floater

Meredith	Meyer	Dean's Suite, 2nd Floor Classrooms and Court Rooms
Suzy	Daniel	Dean's Suite, 2nd Floor Classrooms and Court Rooms
Ricky	Lovecky	3rd Floor Library Wing
Karen	Ehgotz	3rd Floor Faculty Wing
Terri	Kroll	3rd Floor Faculty Wing
Rick	Sowell	3rd Floor Library Wing and 1st Floor Classroom Wing

## 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

- 1<sup>st</sup> Floor – In Library, behind counter
- 2<sup>nd</sup> Floor – Across from Room 234
- 2<sup>nd</sup> Floor – Library by stairwell near study carrels
- 3<sup>rd</sup> Floor – Near office 314D
- 3<sup>rd</sup> 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.

**CALL 254-710-2222**

When Law Enforcement arrives, **SHOW YOUR HANDS AND FOLLOW COMMANDS.**

## Severe Weather Assembly Areas



### BUSINESS HOURS:

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

### AFTER HOURS:

- **Interior Restrooms** on all floors.

## 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

## 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

## Notification System

### Umphrey Law Center

To make an announcement in case of an emergency:

- Engage the “All Call” toggle switch
- Key the microphone
- Make the announcement:
- Once complete return the “All Call” switch to its previous position and close the panel.

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Contact [Emergency\\_Management@baylor.edu](mailto:Emergency_Management@baylor.edu) for revisions

