Sacramento City College
Campus-Wide Issue/Concern Form

Committee or Individual Varnell Crankfield and Carmen Hirkala

Date submitted: 3/27/08

Issue/Concern Safety Protocols for Fire-Response Time of Campus Police

Signature of Initiator(s) Carmen Hirkala

Provide information, which succinctly but fully discusses the issue/concern (if necessary, add additional pages).

A. Describe the issue/concern:

1. Response time of police officers to a fire alarm is insufficient to reasonably prevent further harm to individuals on the scene.
2. Officers did not clear the building before allowing faculty, staff and students back into the building.

See attachment for details.

B. What do you recommend or suggest solving this issue/concern?

1. Formation of a designated point of assembly for faculty, staff and students for each building and protocols for how faculty and staff may determine if any students are unaccounted for.
2. Specific and detailed accounts within Emergency Procedures Manual of who assumes responsibility for transporting disabled students from second story, how they may transport them, and other measures necessary.
3. Actually running fire drills to determine the potential hazards and efficiency of current and new procedures.

See attachment for further details.

C. How will this recommendation support the success of SCC students and benefit the campus community?

Support and success of our community relies fundamentally on the premise that we are doing everything reasonably possible to insure that student, staff, faculty and administrators are safe.

Please return this form to the Process Coordinator, Nelle Moffett, RN 221. The Initiator will be notified within 5 working days as to the committee or council that will review this issue/concern.
Revised: 5/17/04