

**ANNUAL REPORT**  
**Date Due: July 31, 2023**

*Safety and Emergency Preparedness Committee*

**University of North Alabama**  
**Florence, Alabama**

Cindy Conlon  
Committee Chair

June 8, 2023  
Date submitted

Submitted to: Dr. Kristy Oden  
Chair, Shared Governance Executive Committee

# UNIVERSITY OF NORTH ALABAMA

## ANNUAL REPORT

2022-2023

### I. Executive Summary

The members of the Safety and Emergency Preparedness Committee (SEPC) for the 2022-23 academic year were as follows:

Mr. Andre Barnes (consultant for Police, 2023)  
Dr. Eric Becraft (Biology faculty, 2024)  
Mr. Aaron Benson (VisArts & Design faculty, 2023)  
Ms. Sheena Burgreen (by position)  
Ms. Rebekah Callahan (SGA, 2023)  
Dr. Butler Cain (proxy for Dr. Zhang, COAD, 2023)  
Ms. Cindy Conlon (by position)  
Ms. Minnette Ellis (proxy for Dr. K.C. White)  
Mr. George Grabryan (non-voting, LaudCo EMA)  
Mr. Ethan Humphres (by position)  
Mr. Les Jackson (by position)  
Dr. Humayun Kabir (Chem & Physics faculty, 2025)  
Dr. Gary Padgett (Education, faculty, 2023)  
Mr. Randall Phifer (by position)  
Dr. Sayeed Shohag (Engineering & Ind. Prof. faculty, 2025)  
Ms. Jennifer Sutton (by position)  
Dr. K.C. White (non-voting, by position)  
Ms. Angela Zwissler (by position)

During the AY 2022-2023 term, Ms. Cindy Conlon served as the Committee Chair and Dr. Eric Becraft served as the Vice Chair. The SEPC consisted of two subcommittees: The Emergency Response Manual Committee, chaired by Chief Les Jackson, and the Health and Safety Manual Subcommittee, chaired by Ms. Angela Zwissler.

### II.



and other policies and procedures on allied safety and health matters

The committee reviewed procedures and found no additional updates were necessary at this time.

3. To develop and edit the University Safety and Health Manual

The Committee agreed to add an alternate to the Building Coordinator list updated annually for the purpose of sustaining better communication all year.

preparedness plans and on other allied safety and health matters, and assess university performance in these areas in light of the information obtained

10 fire drills were conducted in academic/u

7. To submit a final written report electronically by the first day of the fall semester to the Vice President for Academic Affairs and Provost with a copy sent to the Chair of the SGEC.

The submission of this report satisfies this committee charge.

V. What does the Committee plan to accomplish

A. In the coming year?

Final updates to the Building Coordinator list to include alternates;  
Establish primary and secondary Command Center locations that will support quick management of major disasters on campus.

B. In future years?

Continue to review manual to include updated procedures, building locations, etc.  
Continue to work with City Officials to best support student safety.

VI.

None identified.

A. What can the Shared Governance Committee help you do to address the weaknesses?

The SEPC has no recommendations for changing this committee.

VII. Comments

The SEPC would like to thank the SGEC for their timely communication throughout AY 2022-2023.