EMERGENCY OPERATIONS PLAN

March 31, 2023

Alton Campus
Wyvetter H. Younge Higher Education Campus (Formerly the East St. Louis Higher Education Campus)
Head Start and Early Head Start Centers
Belleville Satellite
Edwardsville Campus
Plan Approval

As the Chancellor of this University, I direct that this Plan shall be in full force and effect as of 12:01 a.m. on the first day of the month next following the date of the last signing of this instrument, as evidenced by the signatures affixed below. The Plan is reviewed and approved annually by the Chancellor, Provost/Vice Chancellor of Academic Affairs, Vice Chancellor of Administration, and Chief of Police.

This document shall be reviewed by the Emergency Preparedness Planning Group, Environmental Health and Safety (EHS), Facilities Management, and SIUE Police Department at least annually and modified as changes occur. The entities listed above share authority for emergency response— including coordination, planning, communications, drills, and community liaison with assistance from local agencies as necessary.

To supplement the Emergency Action Plan, the University Safety and Emergency Procedures Manual is designed to help faculty, staff, and students respond to on-campus emergencies.

James T. Minor
Chancellor

P. Denise Cobb
Provost and Vice Chancellor of Academic Affairs

William Retzlaff
Interim Vice Chancellor of Administration

Justin Lieberman
Interim Chief of Police
Purpose

The EOP has been designed as a strategic plan to provide the administrative procedures necessary to cope with most campus emergencies. Any University’s overall ability to respond to an emergency will rely upon tactical plans and business continuity plans developed by individual departments.

The plan is intended to establish policies, procedures, and organizational structure for response to emergencies that are sufficient to cause a significant disruption of the functions of all or portions of the university. This plan describes the roles and responsibilities of departments, schools, and personnel during emergencies. The basic procedures are designed to protect lives and property through the effective use of university and community resources. Since an emergency may come suddenly without warning, the procedures are designed to be flexible to accommodate contingencies of various types and magnitudes.

The purpose of any plan is to enable emergency responders and staff to perform essential emergency planning and response functions that will save lives; establish responsibilities necessary to performing these functions; and to prevent, minimize, and repair damage; and to ensure continuity of operations so that essential services may continue to be provided to the University and its clients.

Scope

Numerous natural and man-made disasters and hazards can affect the University and pose an actual or potential threat to public health and safety on the university campus. A comprehensive emergency plan is needed to ensure the protection of students, faculty, staff and guests from the effects of critical incidents and emergencies.

This Emergency Operations Plan (EOP) may be activated in response to a regional or national crisis that affects the University. Any emergency that affects our students, faculty, staff or guests is considered a university emergency.

This plan is designed to enable administrators, faculty, staff, and students to successfully cope with campus critical incidents and emergencies. The overall ability of university personnel to respond to any incident will rely primarily upon preplanned procedures, continuity of operations plans, building emergency plans and existing or newly promulgated SOPs and directives.

This plan, while primarily local in scope, is intended to be able to support a comprehensive, national, all-hazards approach to domestic incident management across a spectrum of activities including mitigation, preparedness, response, and recovery as required by the National Incident Management System.

This EOP currently includes the basic plan, emergency support annexes, building and facility plans, and other approved instruments and inclusions intended to augment, assist, support, or amend the EOP during emergency operations conducted in response to a critical incident, crisis, or disaster.

Assumptions

The University EOP can provide a realistic approach to the problems likely to be encountered on campus during a critical incident, crisis, or disaster. Therefore, the general assumptions outlined below can be made and the standard practice is to base planning on the worst-case conditions.

- An emergency may occur at any time and with little or no warning.
- Most incidents are handled locally, but some may require the support and resources of local, county, state, federal governments, and/or private entities.
Incident plans must remain flexible as the succession of events in any incident are not fully predictable. The EOP will serve primarily as a guide or checklist and may require modifications in the field to mitigate injuries, damages, and/or to recover from the incident.

An emergency or disaster may affect residents within close proximity to the University; therefore city, county, state and federal emergency services or resources may not be immediately available.

An emergency or disaster may affect employees’ abilities to support the emergency operations plans. Contingency plans shall be made to mitigate impact of unavailable responsible roles, and modifications should be made to continue emergency operations.

Media events must be properly addressed. The Executive Director of Marketing and Communications shall be notified promptly. The accurate assessment of received information and its accurate reporting to all will negate the spread of unfounded rumors, panic, and the effects of misinformation.

Operational requirements must be sustainable. During any incident which is perceived to require operations for longer than twenty-four hours, at the discretion of the University Chancellor, impacted personnel shall be assigned to 12-hour shifts with cancellation of vacations, holidays, or regular time off from work shift assignments, as appropriate.

Communications are likely to be disrupted or compromised due to damage to related infrastructure or by the burdens placed on communication due to high levels of usage. Flexibility in utilization of varied communication channels may be required.

Exceptions to the plan policies and procedures may only be conducted after the approval from the Incident commander or designee is obtained.

Requests for procedural changes and other recommendations should be submitted in writing to POSITION for review and recommendation. All changes recommended by POSITION will be submitted to the Chancellor’s Council for evaluation and final approval and inclusion in the EOP.

The EOP is the primary source for guiding University administrators, faculty, students, and staff whenever an emergency or disaster occurs on campus. There are functional and geographic areas of campus that have specific procedures in place that are to be followed first in a developing emergency. These additional procedures—including SOPs, checklists, Building Emergency Plans and other similar guidelines—shall remain in effect as long as they do not conflict with the provisions of this plan.

The EOP supersedes all previously developed administrative policies and procedures that address campus emergency operations. Conflicts with existing plans shall be reconciled with this Plan or shall be immediately brought first to the attention of the POSITION as soon as possible for resolution.

All personnel who are defined and tasked as emergency responders or emergency management personnel are required to train and/or be certified to minimum levels of competency as required by various federal, state, and local standards. For most personnel, at a minimum, this means completed training courses such as the NIMS introductory course IS-700, NIMS IS-100.HE (Incident Command System for Higher Education) or higher.

http://training.fema.gov/is/courseoverview.aspx?code=IS-100.He

Campus Operations and Organizational Structure

Under Homeland Security Presidential Directive 5, SIUE’s operations are guided by the National Incident Management System (NIMS). NIMS provides a national framework enabling federal, state, local and private sector non-governmental organizations to work together effectively and efficiently to prevent, prepare for, respond to and recover from emergencies regardless of cause, size, and complexity.

Administrative Chain of Authority and Succession of Leadership

In the event the university’s senior management personnel are unable to perform their duties and responsibilities during an emergency the delegation of authority and succession of leadership is as follows:

1. Chancellor
2. Provost and Vice Chancellor, Academic Affairs
3. Vice Chancellor, Administration  
4. Vice Chancellor, Student Affairs  
5. Vice Chancellor, Anti-Racism, Equity, Diversity, and Inclusion  
6. Vice Chancellor, Advancement

University Operating Status

Use/refer to Policy 2C1 [https://www.siue.edu/policies/2c1.shtml](https://www.siue.edu/policies/2c1.shtml)

Declaration of a State of Emergency at SIUE

The decision to make a Declaration of a State of Emergency at SIUE rests solely with the Chancellor or their designee.

**Situation Level Determination and Activation of Emergency Operations Plan**

**Pre-Event Mitigation Activities**

In advance of a pending emergency, a planned event, or a known event likely to escalate at SIUE, the Incident Commander may convene an Incident Command-Situation Briefing call to assess readiness and response, prior to formally activating the SIUE Emergency Response Plan and SIUE Emergency Operations Center/Emergency Response Team. The call may include stakeholders and subject matter experts, and may discuss the following, as information is available:

- Historical context for the threat or hazard
- Situation Briefing
- Scenarios which would exacerbate a possible emergency
- Resource needs and tracking/campus support update and tasks
- Protective measures to be issued for responders and/or SIUE community
- Communication to campus/public information update
- Next Steps

A briefing call will state the Situation Level and triggers to convene the SIUE EOC/ERT or schedule a date/time to convene virtually or in-person. If activated, an organization chart consistent with the Incident Command System would be established.

In some instances, mass casualties or severe property damage may have been sustained. A coordinated effort of all campus-wide resources is required to effectively control the situation and outside emergency services and resources will be essential. In all cases of a disaster, an ICP and an EOC will be activated, and appropriate support and operational plans will be executed.

**Internal Notification**

The Office of the Vice Chancellor for Administration (SIUE Police, local law enforcement, Facilities Management, Environmental Health and Safety, etc.) will likely be the first to receive notification of an emergency. Some minor incidents can be resolved with normal response capabilities while other emergencies may require additional resources or coordination.
Summary of General Response
The flow chart below denotes an example activation process for determination of Situation Level activation

1. Notification of an Incident
   - Officer(s) Dispatched
     - All Clear-Return to Normal Operations

2. Incident Command Post
   - Gather Intel and Confirm Threat/Emergency
     - Notify Watch Commander
       - Issue Policy Group Alert!

3. VCA Determines SIUE EOC Activation Level (Consult from SIUEPD, FM, etc.)
   - SIUEPD Activate Emergency Response

4. Assemble EOC
   - Activate Media Center
   - Activate EOC

Location 1: On-Scene
- Issue ERT ALERT to assemble at EOC

Location 2: Exec. Policy Group Command Center
- Assemble EPG

Location 3: Emergency Operations Center
- Location 3: Emergency Operations Center

Location 4: Media Center
- Location 4: Media Center
**Incident Command System**

A standardized on-scene emergency management construct is specifically designed to provide an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. The Incident Command System is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure and designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small, as well as large and complex, incidents. The Incident Command System is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Consistent with NIMS, SIUE incorporates the basic structure of the Incident Command System. The system is used nationwide for on-scene management of an emergency. It allows for necessary adjustments and incorporation of university support functions to meet the unique needs of the university. NIMS is the model tool for response command, control, and coordination, and it provides a means to coordinate the efforts of the university and external partners as they work toward the common goal of stabilizing an incident and protecting life, property, and the environment. SIUE uses NIMS during incident management, some of which include:

- **Modular Organization:** The structure is flexible and scalable. Only personnel and resources required for the incident objectives are used and are demobilized to maximize productivity and minimize cost and duplication of effort.
- **Incident Action Planning:** A verbal or written plan for achieving incident objectives, by leadership, provides a common operating picture.
- **Span of Control:** One individual oversees between 3-7 personnel to provide adequate control, communication, and resource management.
- **Chain of Command and Unity of Command:** An orderly line of authority/communication. Staff report to one supervisor to eliminate confusion.

**Single Command**

When an incident occurs within a single jurisdiction and there is no jurisdictional and functional agency overlap, a single command IC should be designated with overall incident management responsibility assumed by the appropriate jurisdictional authority.

The designated incident commander will develop the incident objectives on which subsequent incident action planning will be based. The incident commander will approve the Incident Action Plan and all requests pertaining to the ordering and release of incident resources.

**Unified Command**

When no one jurisdiction, agency or organization has primary authority and/or the resources to manage an incident on its own, Unified Command may be established. In Unified Command, there is no one “commander.” Instead, the Unified Command manages the incident by jointly approved objectives. A Unified Command allows these participating organizations to set aside issues such as overlapping and competing authorities, jurisdictional boundaries, and resource ownership to focus on setting clear priorities and objectives for the incident. The resulting unity of effort allows the Unified Command to allocate resources regardless of ownership or location. Unified Command does not affect individual agency authority, responsibility, or accountability.

**Activating the Campus Emergency Response Team**

The Incident Commander or designee is responsible for activating the Campus Emergency Response Team to support the incident on-scene at the incident location and off-site at the Campus Emergency Operations Center.
Situation Level Definitions

Normal Campus Conditions (No Emergency)
When normal campus conditions exist, no unusual response or planning activities are necessary.

Minor Incident (Level 1)
A critical incident or minor emergency is any event whose initial impact is limited to a specific segment or subgroup of the Alton, Wyvetter H. Younge Higher Education Campus, or Edwardsville campus. A critical incident causes significant disruption to the subgroups which they affect but does not disrupt overall campus operations. During a critical incident or minor emergency an Incident Command Post (ICP) may be established as determined necessary by the POSITION or designee.

Major Incident (Level 2)
A crisis or major emergency is an event which disrupts the orderly operations of the Alton, Wyvetter H. Younge Higher Education Campus, or Edwardsville campus(es) or its institutional missions. A crisis affects all facets of the campus(es) and often raises questions or concerns over closing or shutting down the campus(es) for any period of time. Outside emergency resources will probably be required, as well as a major effect from available campus resources. A crisis on campus will require establishment of an ICP and may require an Emergency Operations Center (EOC). Major policy considerations and decisions will usually be considered by the Executive Policy Group during a crisis.

Disaster (Level 3)
A disaster is an event whose nature and impact extends beyond the University and disrupts not only operations and functions of the campus(es), but also those of surrounding communities. During a disaster, resources that the University might typically rely on may be delayed or unavailable because they are being employed within the broader community.
Incident Command Structure: Emergencies Affecting Multiple Jurisdictions including SIUE

- Federal Emergency Management Agency (FEMA EOC)
- Illinois Emergency Management Agency (IEMA EOC)
- Madison/St. Clair County Emergency Management EOC
- Alton/East St. Louis/Edwardsville EOC
- SIUE University Incident Commander

Executive Leadership
- Illinois Department of Public Health (IDPH EOC)
- SIUE Chancellor

Command Staff
- SIUE Executive Policy Group

General Staff
- liaison Officer
- Police
- Fire
- Safety Officer

Liaison Officer
- Public Information Officer
- Aide

Finance Groups
- Logistics Groups
- Medical Groups
- Operations Groups
- Planning Groups
- Academic Groups
**The Executive Policy Group**

The Executive Policy Group (EPG) provides SIUE-wide leadership, policy decisions, and strategic direction for any emergency that impacts the university’s ability to perform its mission. The EPG is activated when a significant emergency affects the campus(es), to elevate the situation and consider the high-level policy issues.

The scope of responsibilities of the EPG includes: policy-level decisions (curfew, evacuation order authorization), evaluation of institutional effects, authorizing suspension of classes and/or programs, addressing legal issues, approving temporary policies, fiscal authorizations, guidance on policy direction when requested by the EOC, responding to request from the Media Center, waiver of university policies, advising the Chancellor, President, and other executive authorities on policy issues, and reallocation of resources across conventional boundaries.

The Executive Policy Group DOES NOT direct emergency response and field operations, make tactical decisions, or manage response departments. EPG decisions may include canceling or delaying classes and university operations, canceling planned leaves and vacations for designated emergency responders and support, determining how students will be supported.

The Executive Policy Group will work with the Media Center and Public Information Office to draft a unified message for release to the community, and the media and external public when needed.

**The Emergency Operations Center**

The Emergency Operations Center is the central coordinating point for obtaining, analyzing, reporting and retaining emergency response related information (event logs, casualty information, property damage, fire status); for strategic decision-making requirement; and for information dissemination to senior leadership.

The Emergency Operations Center (EOC) is staffed by Emergency Response Team members from departments and units under Vice Chancellor units as appropriate. The EOC allows the team to work closely together to support the incident, without duplication of effort, and make recovery more efficient for the university community.

A declaration of a State of Emergency or Major Disaster Situation Level at the university is not required to necessitate activation of the SIUE Emergency Operations Plan or the Emergency Operations Center. The decision to activate the plan or whether it is a partial or full activation is based on the Level of Emergency. The decision to activate the EOC is based on demands of the emergency and how extensively the coordination of resources is needed to assist the Incident Commander.

**The Media Center**

The Public Information Officer (PIO) is responsible for direct communication regarding the emergency. The PIO leads the set-up, use, and breakdown of the Media Center. All press releases must be approved by the Incident Commander. Members of the news media will be escorted by any and all members of the university to the Media Center.
Incident Response Locations

Following the nationally-recognized Incident Command System for managing a response, the structure at SIUE consists of 3 or more primary roles, in different locations. The table offers a description of the locations.

<table>
<thead>
<tr>
<th>Location</th>
<th>Responsibility</th>
<th>Role</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incident Command Post</td>
<td>Tactical Response</td>
<td>Campus Emergency Response Team: Command Staff</td>
<td>The Incident Commander directs emergency response in the field and oversees all incident-related operations (CEOC, Media Center, Family Reunification, etc.)</td>
</tr>
<tr>
<td>(On-Scene)</td>
<td></td>
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</tr>
<tr>
<td>Campus Emergency Operations Center</td>
<td>Coordination and Support</td>
<td>Campus Emergency Response Team: General Staff</td>
<td>The CEOC is offsite coordinating support for the on-scene response and any other sites (Media Center, Family Reunification, etc.)</td>
</tr>
<tr>
<td>(Off-Site)</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Executive Policy Group Command</td>
<td>Policy-Level Decisions</td>
<td>Emergency Operations</td>
<td>Often co-located next to the Campus Emergency Operations Center, but may be virtual, the EPG makes strategic university-wide decisions and coordinates with executive officials at the University-level and outside officials.</td>
</tr>
<tr>
<td>Center (Off-Site)</td>
<td></td>
<td>Executive Policy Group</td>
<td></td>
</tr>
<tr>
<td>Media Center</td>
<td>Media Management</td>
<td>Public Information</td>
<td>Led by PIO. Central information source. News briefings, interviews, social media monitoring, and rumor control.</td>
</tr>
</tbody>
</table>

Emergency Response Locations

<table>
<thead>
<tr>
<th></th>
<th>Alton</th>
<th>Wyvetter H. Younge Higher Education Campus</th>
<th>Edwardsville</th>
<th>Satellite Sites</th>
<th>Off-site programs and activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary</td>
<td>Bldg 283 and 282 lower level</td>
<td>Multipurpose Room, Bldg D</td>
<td>Supporting Services: Purchasing/Facilities Conference Rooms</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Secondary</td>
<td>Bldg 273 Conference Room</td>
<td>Cafeteria, Bldg B</td>
<td>Birger Hall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alternate</td>
<td>Remote (ESL)</td>
<td>Remote (Alton)</td>
<td>NCERC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alternate</td>
<td>Remote (Edwardsville)</td>
<td>Remote (Edwardsville)</td>
<td>Remote (virtual CEOC)</td>
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</tbody>
</table>
### Responsible Positions

<table>
<thead>
<tr>
<th>Command Staff</th>
<th>Title</th>
<th>Alternate</th>
<th>Brief Duties</th>
</tr>
</thead>
</table>
| SIUE University Incident Commander | Chief of Police                           | Captain, Police Services                | • Keeps Executive Policy Group Updated  
• Set-up and administer the EOC facility  
• Establish and oversee EOC communication flow  
• Overall command and control of the incident |
| Liaison Officer | Director, Facilities Management            | Associate Director, Facilities Management | • Notifies significant area agencies affecting or potentially affected  
• Ensures inter-agency coordination  
• Provides briefings and answers questions for agencies. |
| Safety Officer | Manager, Environmental Health and Safety   | TBD                                    | • Monitors and assesses safety hazards/unsafe situations  
• Exercise emergency authority to prevent unsafe acts when immediate action is required |
| Public Information Officer | Director, Media Relations | Assistant to the Director for Marketing and Communications | • Coordinates information with ICS, EPG, Media  
• Designates a staging area for media release  
• Ensures accurate and timely information |
| Fire          | Edwardsville, Alton, East St. Louis Fire Dept | Edwardsville, Alton, East St. Louis Fire Dept | • Ensure responder safety  
• Reports to SIUE UIC on campus safety issues  
• Minimize student, faculty, staff, guest risk  
• Liaison to City of Edwardsville Fire |
| Police        | Captain, Police Dept                       | Lieutenant, Police Services             | • Support evacuation plans  
• Coordinate Traffic Control  
• Communication areas and patrol  
• Establish assembly areas and shelters |
| Aide          | Associate Vice Chancellor for Student Affairs | Associate Vice Chancellor/Dean of Students | • Assist in communication and information sharing between Executive Policy Group  
• Serves as recorder of information |

### Executive Policy Group

<table>
<thead>
<tr>
<th>Position</th>
<th>Alternate Title</th>
<th>Office Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chancellor</td>
<td>Vice Chancellor for AEDI</td>
<td>Executive Director, University Marketing and Communications</td>
</tr>
<tr>
<td>Provost and Vice Chancellor for Academic Affairs</td>
<td>Vice Chancellor for Advancement</td>
<td>Director, Athletics</td>
</tr>
<tr>
<td>Vice Chancellor for Administration</td>
<td>Budget Director</td>
<td>Executive Director in the Office of the Chancellor</td>
</tr>
<tr>
<td>Vice Chancellor for Student Affairs</td>
<td>General Counsel</td>
<td></td>
</tr>
<tr>
<td>General Staff</td>
<td>Title</td>
<td>Alternate</td>
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<tr>
<td><strong>Finance Section</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finance Section Head</td>
<td>Director, Financial Affairs</td>
<td>Financial Specialist</td>
</tr>
<tr>
<td>Purchasing</td>
<td>Director, Purchasing</td>
<td>Procurement Officer Specialist</td>
</tr>
<tr>
<td>Claims and Compensation</td>
<td>Associate Dean, Executive Director for Administration, Finance and Operations, School of Dental Medicine</td>
<td>Senior Director of Financial Affairs, Foundation</td>
</tr>
<tr>
<td>Time Unit</td>
<td>Assistant Director of Benefits, Payroll and HRIS</td>
<td>HR Systems Manager</td>
</tr>
<tr>
<td>Cost Unit</td>
<td>Senior Budget Analyst, Budget Office</td>
<td>Director of Business Affairs, Provost Office</td>
</tr>
<tr>
<td><strong>Logistics Section</strong></td>
<td></td>
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</tr>
<tr>
<td>Logistics Section Head</td>
<td>Director, Parking Services</td>
<td>Assistant Coordinator of Parking and Traffic</td>
</tr>
<tr>
<td>Food, Water, Supplies</td>
<td>Catering Manager, Dining Services</td>
<td>Director of Dining Services</td>
</tr>
<tr>
<td>Information Technology</td>
<td>Director and Deputy CIO</td>
<td>Associate Vice Chancellor for IT/CIO</td>
</tr>
<tr>
<td>Equipment/Services</td>
<td>Associate Athletic Director for Internal Operations and Fan Engagement</td>
<td>Assistant Director, Campus Recreation</td>
</tr>
<tr>
<td>Human Resources</td>
<td>Director, Human Resources</td>
<td>Assistant Director of Labor and Employee Relations</td>
</tr>
<tr>
<td><strong>Medical Section</strong></td>
<td></td>
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<tr>
<td>Medical Section Head</td>
<td>Director, Health Service</td>
<td>Nurse Administrator, Health Service</td>
</tr>
<tr>
<td>Triage</td>
<td>Doctor of Nurse Practitioner, Health Services</td>
<td>Physician, Health Service</td>
</tr>
<tr>
<td>Medical Transport</td>
<td>Director, We CARE Clinic</td>
<td>Staff RN II, Health Service</td>
</tr>
<tr>
<td>Mass Casualty</td>
<td>Instructor, School of Nursing</td>
<td>Professor of Military Science</td>
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<tr>
<td><strong>Operations Section</strong></td>
<td></td>
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<tr>
<td>Operations Section Head</td>
<td>Lieutenant, Police Services</td>
<td>Sergeant, Police Services</td>
</tr>
<tr>
<td>Public Safety</td>
<td>Lieutenant, Police Services</td>
<td>Sergeant, Police Services</td>
</tr>
<tr>
<td>Environmental Health and Safety</td>
<td>Safety/Environmental Compliance Specialist</td>
<td>Safety/Environmental Compliance Associate</td>
</tr>
<tr>
<td>Buildings and Utilities</td>
<td>Assistant Director, Physical Plant</td>
<td>Assistant Director Alton and East St. Louis Operations</td>
</tr>
<tr>
<td>Staging</td>
<td>Superintendent Grounds</td>
<td>Assistant Director Building Maintenance</td>
</tr>
<tr>
<td>Transportation</td>
<td>Manager, Transportation</td>
<td>Business Administrative Associate</td>
</tr>
<tr>
<td>Individual Building</td>
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<tr>
<td>Emergency Coordinators</td>
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<tr>
<td><strong>Planning Section</strong></td>
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<tr>
<td>Planning Section Head</td>
<td>Director, Housing</td>
<td>Associate VC Enrollment Management</td>
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<tr>
<td>Resource Unit</td>
<td>Director, Planning and Budget, VCA</td>
<td>Director, ACCESS</td>
</tr>
<tr>
<td>Situation Unit</td>
<td>Director, Campus Recreation</td>
<td>Director, Morris University Center</td>
</tr>
<tr>
<td>Documentation Unit</td>
<td>Records Management Officer</td>
<td>Professor, Library Archives</td>
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<tr>
<td>Demobilization Unit</td>
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<tr>
<td><strong>Academic Section</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic Section Head</td>
<td>Associate Provost, Academic Affairs</td>
<td>Assistant Provost</td>
</tr>
<tr>
<td>Educational Continuity</td>
<td>Coordinator for Policy</td>
<td>Registrar</td>
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<tr>
<td>Subject Matter Expertise</td>
<td></td>
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<tr>
<td>Epidemiologist</td>
<td></td>
<td>Huaibo Xin</td>
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<tr>
<td>Behavioral Health Specialist</td>
<td></td>
<td>Jeremy Jewell</td>
</tr>
<tr>
<td>Access and functional needs advisor</td>
<td>Dominic Dorsey</td>
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<tr>
<td>Cybersecurity</td>
<td>Tim Jacks</td>
<td>Jeff Laughlin</td>
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