

ANNUAL REPORT
Date Due: August 31, 2026

Safety and Emergency Preparedness Committee

University of North Alabama
Florence, Alabama

Les Jackson

August 21, 2026

Committee Chair

Date submitted

Submitted to: Dr. Lauren Killen
Chair, Shared Governance Executive Committee

UNIVERSITY OF NORTH ALABAMA

ANNUAL REPORT

2025-2026

I. Executive Summary

The members of the Safety and Emergency Preparedness Committee (SEPC) for The 2025-26 academic year were as follows:

Ms. Susan Breer (non-voting, food services)
Ms. Sheena Burgreen (by position)
Ms. Cindy Conlon (by position)
Ms. Michelle Eubanks (non-voting, by position)
Dr. Amanda Hitt (ACOHHP faculty, 2028)
Mr. Ethan Humphres (by position)
Mr. Les Jackson (by position)
Dr. Molly Mathis (by position)
Dr. Kimberly Minges (SCOB faculty, 2028)
Ms. Mackenzie Mwaura (SGA, 2026)
Mr. Josh Penny (Athletics staff, 2028)
Mr. Randall Phifer (by position)
Mr. Parkerson Seward (CASE faculty, 2026)
Ms. Jennifer Sutton (by position)
Ms. Julie Taylor (COAD, 2026)
Mr. Wesley Tidwell (non-voting, LaudCo EMA)
Dr. Hunter Waldman (COEHS faculty, 2028)
Dr. KC White (non-voting, by position)
Ms. Angela Zwissler (by position)

During the AY 2025-2026 term, Chief Les Jackson served as the Committee Chair and Ms. Angela Zwissler served as the Vice Chair. The SEPC consisted of two subcommittees: The Emergency Preparedness & Assessment Subcommittee, chaired by Ms. Cindy Conlon, and the Security Camera Subcommittee, chaired by Mr. Randall Phifer.

II. The Committee's Charge (from the Shared Governance Document)

- a. To serve as an advisory committee on the university emergency/disaster preparedness and other safety and health matters.
- b. To continually review the university's emergency/disaster preparedness plans and other policies and procedures on allied safety and health matters.

- c. To develop and edit the University Safety and Health Manual
- d. To gather information about the university's emergency/disaster plans and on other allied safety and health matters and assess university performance in these areas in light of the information obtained.
- e. To propose changes in the university's emergency/disaster preparedness plans and in other policies and procedures on allied safety and health matters.
- f. To handle any proposals the committee may make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change Recommendations."
- g. To submit a final written report electronically by the first day of the fall semester to the Executive Vice President for Academic Affairs and Provost with a copy sent

III. The Committee met on the following dates:

Meeting 1: 9/17/2025
 Meeting 2: 10/15/2025
 Meeting 3: 11/19/2025
 Meeting 4: 1/21/2026
 Meeting 5: 3/18/2026
 Meeting 6: 4/15/2026 Tabletop Exercise

IV. What were the Committee's actions and accomplishments this year relative to each of the items of the charge?

- a. To serve as an advisory committee on the university's emergency/disaster preparedness and other safety and health matters.
 - During the 3/18/2026 meeting a review of safety procedures for Light the Fountain was discussed. A sustain was the use of bollards that were added to the walkways to prevent vehicles from driving into the crowd and having a list of approved vendors helped ensured safety. A recommendation that the ambulance should be requested to arrive earlier as the crowd grew faster than expected and that there should be the addition of a First Aid tent that would enable emergency responders to

tend to patients more efficiently instead of having to make their way through large crowds.

- The video camera subcommittee reported the addition of cameras to an apartment complex, a residence hall, and the amphitheater. The group discussed involving University Police in determining whether cameras will be needed at new buildings. Cameras were relocated at one of our apartment complexes to provide better coverage. The older cameras in the legacy system have been updated to the new system. IT has been working with the contractor at Bank Independent Stadium to get the area covered by the new system.
 - The Lion Alert 360/Rave mass notification implementation process was discussed with the SEPC. The SEPC was provided a presentation on the new Lion Alert 360/ Rave mass notification system and Lions 360 app. Members were given the opportunity to serve as a test group for the new system prior to implementation.
- b. To continually review the university's emergency/disaster preparedness plans and other policies and procedures on allied safety and health matters.
- An overview of the proposed clarifying terminology on active shooter situations was discussed with the SEPC. An update to the terminology was made to information in Lion Alert, emergency plans in the Lion Alert 360 app, Emergency Procedures online, and in-person trainings should now be consistent throughout. The recommendations were approved by the SEPC.
- c. To develop and edit the University Safety and Health Manual.
- Minor updates were reviewed and made to Chapter 5 and Chapter 8 of the Environmental Health and Safety Manual.
- d. To gather information about the university's emergency/disaster preparedness plans and on other allied safety and health matters, and assess university performance in these areas in light of the information obtained.
- UNA completed evacuation drills in 10 academic buildings during the academic year. An update on the outcome was provided to the SEPC. The evacuation drills went well, with only minor corrections needed that were made on the spot.
 - The November 19, 2026 meeting the National Weather Service warning coordination meteorologist, and a National Weather Service meteorologist,

gave an overview of the National Weather Service, its available services, and duties.

- During the January 21, 2026 meeting an overview of preparations for a winter storm that was forecast for the weekend was provided to the SEPC to include an overview of Housing plans, dining plans, power outage plans, and facilities preparations. Updates were provided by Chief Les Jackson, Dr. Minnette Ellis, and Ms. Cindy Conlon.
 - An update on the new Lion Alert 360 mass notification system was provided for its first use during a severe weather event. The system worked as intended. Adjustments were made to ensure that the National Weather Service alerts go out via text, email, voice, and on the app; and that the full description and instructions are included in the notifications.
 - On April 15, 2026 a tabletop exercise was conducted with the SEPC led by Lauderdale County Emergency Management Agency. In addition to SEPC members, members of the University of North Alabama Police Department, the Alabama EMA, Florence Police EOD, Florence Fire Department, Lauderdale 911, Lifeguard EMS, and Lauderdale EMA were involved. The exercise involved responding to a bomb threat called into the Guns Common building. Topics discussed were police response or evacuation of the building, What actions would need to be taken to ensure the safety of the campus community, and University communication during the event. The SEPC discussed what challenges or gaps that were identified during the exercise. Communication was identified as one of the most important items when dealing with an emergency situation as this.
- e. To propose changes in the university's emergency/disaster preparedness plans and in other policies and procedures on allied safety and health matters.
- The recommendation was made to conduct four documented emergency drills for housing which are required. UNA currently does two in the form of fire drills. It was suggested to the SEPC to consider adding lockdown drills or severe weather drills. After discussion the SEPC approved to move to four drills with the addition of a tornado drill and a shelter-in-place drill.
 - Updates were made to the Wesleyan and Wesleyan Annex evacuation sites.

- f. To handle any proposals the committee may make affecting university policy according to section C.2 “Shared Governance Procedure for Policy Change Recommendations”
 - No recommendations were made for this topic.
 - g. 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 were the Committee’s formal recommendations?
- Approved recommended changes to Responding to Active Shooter terminology to provide clarity and consistency between Lion Alert notifications, Emergency Procedures, and in-person training.
 - Approved recommendation to move to four evacuation drills instead of two per year for housing, which could include shelter-in-place and tornado drills.
- VI. What does the Committee plan to accomplish?
- A. In the coming year?
- The SEPC will continue to work on and improve processes for annual tasks that are conducted such as evacuation drills, tabletop and other exercises, and updating emergency plans & procedures and Environmental Health & Safety manuals as needed.
 - SEPC will continue to work on items not completed in academic year 2025-2026.
- B. In future years?
- Continue to work with local officials, state agencies, and area resources to best support student, faculty, and staff safety.
 - Continue to review and update emergency procedures and plans, as well as, the health and safety manual based on best practices.

VII. What are the Committee's weaknesses?

None identified.

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

The SEPC has no recommendations for changing the committee at this time.

VIII. Comments

The Safety and Emergency Preparedness Committee (SEPC) continues to serve as an effective forum for addressing University safety and health concerns. The SEPC extends our sincere thanks to the Shared Governance Executive Committee (SGEC) for their timely communication throughout the 2025-2026 academic year.