

# University Committee Charge

Review the University Committee Policy

<https://itwin.thomasmore.edu/Policy/Home/Policy?policyID=13>

Submit form to the President via Cabinet



THOMAS MORE  
UNIVERSITY

University Committee Information	
University Committee Name	Crisis Management Team
<input checked="" type="checkbox"/> Standing University Committee <input type="checkbox"/> <i>Ad Hoc</i> University Committee. Indicate completion date:	
Who will oversee the committee? It should be the President, Vice President, Provost, or other Cabinet member.	Vice President for Strategy and Impact and Chief of Staff
Committee Charge	
The Crisis Management Team is responsible for developing and leading the University's response to emergency situations, ensuring the safety and well-being of students, faculty, staff, and visitors while minimizing disruption to University's operations. The Team is responsible for coordinating preparation, mitigation, response, and recovery from any incident that could or has threatened the community or operations, including natural disasters, utility outages, medical emergencies, health crises, security threats, and other related incidents.	
The team is responsible for: <ul style="list-style-type: none"> <li>Continuously analyzing risks, which expose the University to the potential for disruption of its activities, such as natural, technological, or human-caused</li> <li>Designing and conducting tabletop exercises and trainings for the Crisis Management Team and University faculty, staff, and students, some of which will contain external responders</li> <li>Overseeing the development and dissemination of emergency preparedness and response plans</li> <li>Continuously reviewing and updating crisis management policies and procedures</li> <li>Utilizing the Incident Response System to lead the University's response to any crisis</li> </ul>	
The Crisis Management Committee will hold regular monthly meetings.	
Committee Composition	
Committee Chair	Director of Campus Safety
Additional Committee Members by position:	Vice President for Academic Affairs or designee Vice President and Director of Athletics; Head Athletic Trainer Dean of Students; Director of Housing and Residence Life Director of Communication and Public Relations Director of Compliance and Risk Management & University Legal Counsel Director of Facilities Director of Human Resources Director of IT; Associate IT Manager Director of Student Health Services Membership is open to one additional representative each from faculty, staff, and students

\*Completed University Committee Charge will remain on file in the President's Office and University Archives. It will also be included as an appendix to the University Committee Policy.\*

Approved by President: Dr. Joseph L. Chillo

Date: August 7, 2024