Emergency Notification Procedures

1. In the case of a serious injury or death of a student, Junction program participant, faculty or staff member, immediately notify one of the following officials:

   a. The Director of Operations
      At his office----------------------------------------- 806-834-8842
      Cell phone #--------------------------------------- 325-236-2182

   b. Alternate to the Director of Operations, the Llano River Field Station Director
      At his office ---------------------------------------- 806-834-6918
      Cell phone #--------------------------------------- 512-393-4833

   c. 2nd Alternate to the Director of Operations, the Foreman
      At his Office---------------------------------------- 806-834-1217
      Cell phone #--------------------------------------- 806-445-4551

2. In the case of a student serious injury or death:

   a. The Director of Operations or his designee will notify the Director, Center for Campus Life and the Assistant Vice President of Student Affairs. Texas Tech University, the Center for Campus Life, has a rotating staff member on-call manning the Assessment and Response Team (ART) to handle emergency notifications.
      During normal business hours, call ------------------------ 806-742-5433
      After hours, call the Texas Tech Police Dept. -------------- 806-742-3931

   b. The Center for Campus Life is responsible for notifying immediate family and the greater campus community of a student injury or death.

3. Other crises requiring official notification include:

   Auto or other transportation accident
   Alcohol/drug overdose
   Attempted suicide
   Campus disturbance/riot
   Contacting students in case of a family emergency
   Death of a student (on or off campus)
   Fire, facility failure, explosion, etc. resulting in damage and injury
   Life threatening injury or illness
   Mental health crisis
   Natural disaster disrupting campus life/activities
   Sexual assault
   Emergency hospitalization

Attachment C