

**STUDENT AFFAIRS  
DISASTER PREPAREDNESS TEAM  
2005-06**

**VISION STATEMENT:** All Student Affairs units will be prepared to respond appropriately to emergencies and disasters.

**MISSION STATEMENT:** The mission of the Disaster Preparedness Team is to develop and provide guidance, training, standards, tools, coordination and assessment.

**STRATEGIC GOALS (detail outlined in Strategic Goals document)**

Policy Promotion

Training

Communication

Supplies

Business and Administrative Records Recovery

Assessment:

**2005-06 DELIVERABLES**

- √ Planned, and Sponsored Student Affairs Managers Disaster Drill.
- √ Developed Vision, Mission, and Strategic Goals.
- √ Revised Communications Tree to reflect Branch Sites by Proximity.
- √ Prepared and distributed existing Managers' Standards Check list Survey findings.
- √ Prepared Asset Management Analysis to develop baseline for procurement of emergency response supplies. Established tiered methodology for the procurement of supplies.
- √ Developed SADOE Equipment and Protocols Standard Binder.
- √ Update SA Operations Guide to reflect new SADOE Site

**PENDING**

- Establish a college sub-committee to develop a uniform plan for each college community to provide a SA web based plan.
- Hold communications drill.
- Develop Sheltering and Feeding plans
- Develop Business Recovery Plan