

## **ARTICLE 45 –CAMPUS LOCKDOWN SAFETY**

- 45.1     **Development of a Campus Lockdown Safety Plan.** The College will develop a campus safety plan by January 31, 2026, that is research based and data driven and that promotes social, emotional, and physical safety. The College will provide monthly updates on the development of this campus safety plan to the Board of Education. This plan will include:
- 45.1.1   Clear protocol and guidelines for future lockdowns or emergencies;
  - 45.1.2   Sufficient investigation of potential threat of emergency; response commensurate with level of threat or emergency;
  - 45.1.3   Trauma-informed response (e.g., prepared messages to be sent to entire campus community day after, two days out, two weeks out, and one month);
  - 45.1.4   Prompt release of details; accurate messages and alerts sent immediately during emergencies;
  - 45.1.5   Accurate, updated lists for emails and texts sent through Lane Alert, ensuring all employees and students receive notices; updates also posted to website;
  - 45.1.6   Consistency of messaging sent through Lane Alert; consistency of messaging over intercom (e.g., shelter in place or exit, but not both);
  - 45.1.7   Audible announcements over intercoms to be made simultaneous to flashing lights (i.e., without a delay of several minutes);
  - 45.1.8   Signage; plans for campus exit protocol, including pedestrian traffic to buses and parking lots and car traffic; provision of information about exit/evacuation protocol to students (e.g. ensuring gates do not prevent exiting parking lot);
  - 45.1.9   Clear plan for individuals who use public transportation, including coordinated, publicized plan with LTD for alternate bus stops; planned meeting points for pick ups for individuals who may not have transportation or keys when evacuating;
  - 45.1.10   Emergency signage; messaging to divert traffic and deter people from entering/arriving to campus when a lockdown is occurring;
  - 45.1.11   Provision of essential items needed as resources (e.g., basic information/checklists of what to do in each office and classroom posted in obvious locations that everyone can access, cell phone chargers);

- 45.1.12 Decrease frequency of constantly strobing, flashing lights;
- 45.1.13 Deans checking on their faculty; faculty checking on students; designated person in charge for each building or department;
- 45.1.14 Consider alternative communication mechanisms such as phone/text trees; and
- 45.1.15 Ensure public safety officers are assigned to work at all LCC locations (e.g., downtown, etc.).

## 45.2 **Infrastructure Improvements**

- 45.2.1 The following improvements will be made within three (3) months of ratification of this agreement:
  - 45.2.1.1 All faculty provided with keys/keycard access to classrooms they are assigned to teach in and other safe locations in their buildings; and
  - 45.2.1.2 Designation of emergency safe locations with doors that lock from the inside without a key to shelter in place in each building.
  - 45.2.1.3 Expansion and/or repairs to intercom speakers to ensure announcements can be heard in all locations in all buildings.
  - 45.2.1.4 Ground floor windows made operational so they may be used as an emergency exit.
- 45.2.2 The following improvements will be made within one (1) year of ratification of this agreement:
  - 45.2.2.1 Shades or blinds and, where feasible shatterproof film, installed in all windows, both interior and exterior, in all classrooms, offices, and other common areas;
  - 45.2.2.2 All classroom doors shall have the ability to lock from the inside without a key; and
  - 45.2.2.3 Provision of supplies to meet basic needs when sheltering in place for an extended period of time.

- 45.3 **Training.** College-wide campus safety trainings (e.g., workshops) will be provided no less than once per year. Trainings shall be provided during regular intervals and during

compensated time (e.g., In Service). Multiple times shall be offered to ensure all employees may participate. Trainings shall include:

45.3.1 What to expect during a lockdown or when there is an armed intruder, including:

45.3.1.1 What flashing lights signify;

45.3.1.2 When announcements can be expected;

45.3.1.3 Information on whether exterior doors are automatically locked and when;

45.3.1.4 What to always carry with you on campus (e.g., keys, cell phone or other device, etc.);

45.3.2 What to do during a lockdown, including:

45.3.2.1 Clear guidelines on “shelter in place” instructions;

45.3.2.2 Where to expect announcements (e.g., by what system(s));

45.3.2.3 What to do in different types of locations (e.g., classrooms, offices, common areas);

45.3.2.4 How to best support students during a lockdown; how to help upset students and others during and after a lockdown;

45.3.2.5 How to meet basic needs during a lockdown (e.g., bathroom access, water access)

45.3.2.6 How to secure the location (e.g., lock doors, lights out, etc.)

45.3.2.7 What to do in rooms with greater vulnerability, such as those with windows or motion-detecting lights;

45.3.2.8 What to do with cell phones (e.g., silence but check frequently);

45.3.2.9 What to do for students or others triggered by strobe lights (e.g., seizures);

45.3.2.10 What to do if one cannot lock out intruders;

45.3.2.11 When and where to evacuate (e.g., safe flight path options);

- 45.3.2.12 How to support students with no access to transportation;
  - 45.3.2.13 What to do if an armed intruder enters a classroom, office, or common area;
  - 45.3.2.14 How to know that it is safe to exit and/or open the door for law enforcement;
  - 45.3.3 How to identify and access safe locations within buildings;
  - 45.3.4 Messaging and protocol for faculty on how to manage conversations in the classroom after a critical incident; training on coping with emotional/physical distress both for ourselves and our students;
  - 45.3.5 Community forums with public safety;
  - 45.3.6 Required online modules;
  - 45.3.7 How/where to access emergency medical assistance, if needed (e.g., CPR, first aid, etc.);
  - 45.3.8 Who to contact for resources.
- 45.4 **Notice.** The College shall provide timely notification of all known incidents of hate crimes, substantial environmental safety issues, or campus violence unless prohibited by law enforcement. The College shall provide this notice for all incidents at any LCC owned or operated facility.
- 45.5 **Benefits When Harmed.** The following benefits shall be provided when a faculty member is harmed as a result of an unlawful and intentional act, provided that such harm is the result of an act of violence inflicted by another person, and provided that such act is inflicted upon the faculty member while they are engaged in the performance of professional duties, or the motivation for such act is related in whole or in part to the fact that the individual is an instructor or employee of LCC. Human Resources will assist the faculty member and their family in applying for applicable state and federal resources. If college-provided insurance or other college-provided resources provide for the benefits below, the College's responsibility shall be satisfied.
- 45.5.1 All faculty members will be provided immediate and on-going mental health support for two (2) years.
  - 45.5.2 A faculty member who is injured and determined by a health care provider (as defined by the EEOC's Enforcement Guidance on Reasonable

Accommodation and Under Hardship under the ADA Guidance) to be physically or mentally unable to work will be provided the following for up to two years:

45.5.2.1 During any approved leave necessary due to the incident, continued payment of the College's contribution to the health insurance premium and HSA deposit (in accordance with IRS regulations) or Sec. 125 contribution for the faculty member and any eligible dependents / family members.

45.5.2.2 Continuation of all benefits provided by this agreement including, but not limited to an email account, life insurance, etc.

45.5.2.3 In addition to provisions outlined above, a faculty member who is injured and determined by a health care provider (as defined by the EEOC's Enforcement Guidance on Reasonable Accommodation and Under Hardship under the ADA Guidance) to be permanently physically or mentally unable to work will be provided the following:

45.5.2.3.1 The College will maintain the current tuition waiver for the faculty member, their spouse/domestic partner, and their tuition- waiver eligible dependents / family members for up to five (5) years.

45.5.2.4 The beneficiaries of a faculty member who is deceased due to injuries sustained will be provided the following.

45.5.2.4.1 Continued payment of the entire health insurance premium for the College's health insurance plan and HSA deposit (in accordance with IRS regulations) or Sec. 125 contribution for up to two (2) years.

45.5.2.4.2 The College will maintain the current tuition waiver for the faculty member's spouse/domestic partner and their tuition-waiver eligible dependents / family members for up to five (5) years.