

**University Committee on Academic Policy  
Subcommittee for Crisis Response**

In the months following September 11, 2001, members of UCAP have been discussing their roles and responsibilities as educators in a crisis situation. The Subcommittee for Crisis Response, along with the full committee, have developed a list of suggestions for dealing with future crises affecting the university community.

Based on UCAP's academic charge, a crisis is defined as an event or incident that adversely affects or interrupts university instruction (severe weather, employment strikes, technical difficulties with computers, terrorist attacks, etc.)

Suggestions from UCAP:

1. The continual development and updating of a website for disseminating information for faculty and staff in dealing with response in the event of a crisis. Information on the specific event, responsibilities and duties of the faculty and staff, and options for conducting instruction should be included within this site. A timely reminder should be sent to faculty and staff with the URL included.
2. There should be a plan to convey the information described in item #1 to faculty and staff to allow for effective crisis response by the university community during an event where computers are unavailable. Identify a procedure for units to follow in the event computers are down.
3. The implementation of a direct channel of communication between administration to faculty and staff (Provost  $\approx$  Chair  $\approx$  Faculty/Staff). This line of communication will allow the administration to disseminate vital information in the event of a crisis that interrupts instruction.
4. UCAP would like to commend the work of the College of Education in developing a website devoted to dealing with the crisis on September 11, 2001 (<http://ed-web3.educ.msu.edu/sept11/>). Provided in this website are links to campus resources for both faculty and students, lesson plans for discussing the crisis, and numerous other aids in helping educators to approach the delicate subject of the attacks. It would be appropriate for this website to be attached to the campus-wide crisis website previously mentioned.

The University Committee on Academic Policy requests that these suggestions be brought to the administration on behalf of the faculty, staff, and students of Michigan State University. By implementing these strategies into the resources of the university, the campus community will be better prepared to respond to a variety of crises that could affect both instruction and way of life at Michigan State University.