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Lockdown Drill Assessment Report

Executive Summary

The Cabrini University Public Safety Department conducted a Lockdown Drill on October 8, 2019 to evaluate the preparedness of the campus community for an emergency requiring everyone to shelter-in-place. The Department hosted several Lockdown training sessions for students, faculty and staff in the weeks preceding the drill. The drill was as much a test of the campus community's response as it was of the emergency warning systems currently in place.

Public Safety commenced the Lockdown Drill at 10:01 AM by initiating the campus emergency siren system, locking all card access doors on campus, sending the e2Campus Lockdown Drill emergency text message and email to all e2Campus subscribers and sending the same emergency message to all computers on campus. Members of the Public Safety Department along with Radnor Police Department personnel and Cabrini University Safety Committee volunteers proceeded to the academic buildings to observe the community's response to the drill. Residence Life staff proceeded to check the student's response in Woodcrest.

There were varying levels of response during the Lockdown Drill this year. In general, the campus response was much better than the response witnessed during the 2018 Lockdown Drill: The Crush dining area was deserted this year, as opposed to last year when some students and staff were found walking around and ordering food. The emergency siren system functioned properly this year; however, it was ineffective because the volume level was too low. Interested students, faculty and staff completed an online survey after the drill, the results of which were mostly positive (135 respondents).

Drill Preparation

During the University's previous two genuine emergency lockdown situations on campus, many students did not know what to do or were also found walking to class. Since the beginning of the Fall 2019 semester, Public Safety hosted three Lockdown training sessions for interested faculty and staff and five training sessions for interested students. These sessions provided valuable information of what to do in the event of a true emergency on campus. A significant number of faculty and staff members attended these sessions and/or the prior sessions offered during the Spring 2018 semester. Unfortunately, student attendance was very low; 2 students total came to the available sessions. Numerous campus-wide Lockdown Drill announcement emails were sent to the campus community prior to the actual event. The emails did not specify the date and time of the drill to better prepare the community to react as if it was an actual emergency. Public Safety worked in conjunction with the Marketing and Communications Department to make sure the notices were on all Cabrini platforms.

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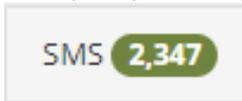
Drill Execution

The Public Safety Dispatcher commenced the Lockdown Drill at 10:01 AM by initiating the campus emergency siren system and locking all card access doors on campus. At the same time, the Assistant Director of Public Safety sent an e2Campus Lockdown Drill emergency text message and email to all e2Campus subscribers (see below). This action also sent the same emergency message to all configured computers on campus.

Text message and email sent to all e2Campus subscribers at the start of the drill:

Cabrini University, Drill Lock Down, <DRILL> This is a Lock Down/shelter in place drill. Remain calm and seek shelter. www.cabrini.edu/lockdown

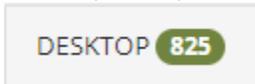
SMS (Text) Delivery Stats



EMAIL Delivery Stats



Desktop Computer Delivery Stats



Carmel-Jo Madonna, Assistant to the Vice President of Student Life, sent the following email to all students, faculty, staff and “others”:

<DRILL> This is a Lock Down/shelter in place drill. Remain calm and seek shelter.

www.cabrini.edu/lockdown

The above alert was sent to all E2Campus subscribers. If you did not already receive this alert, please sign up for E2Campus at the completion of the drill: cabrini.edu/e2campus.

Lori Iannella, Executive Director of Marketing and Communications, also updated the Cabrini University website to indicate that the Lockdown drill was taking place.

The Drill Evaluation Teams then proceeded to Founders Hall, the Iadarola Center, Grace Hall, the Widener Center, the Dixon Center/Nerny Pavilion and Woodcrest Hall to assess the response to the drill.

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Text message and email were sent to all e2Campus subscribers at the end of the drill:

Cabrini University, The Lock Down Test has been completed. You may return back to your normal activities at this time. Thank you!

Post-Drill Evaluation

The Lockdown drill initiation procedure functioned as planned. The card access door lockdown procedure functioned as planned. The emergency text/email/computer alert system was successful in most cases. The campus siren functioned properly, but the volume was deemed too low to hear at many campus locations. Better options will be explored for the future. It will be recommended that the current siren be decommissioned and the University will rely solely on the e2Campus notification system.

During the Drill, multiple Evaluation Teams toured Founders Hall, the Iadarola Center, Grace Hall, Widener Center, Dixon Center/Nerny Pavilion, the Holy Spirit Library and Xavier Hall to assess the response to the drill. While touring the buildings, the teams observed the Emergency Desktop Alert displayed on many of the television monitors and desktop computers inside classrooms. Individuals inside the IAD auditorium properly installed the secondary lockdown devices known as “The Boot”. Additionally, we did not observe any students who were told to leave lockdown areas as we did last year. The Evaluation Teams found that many professors continued teaching classes instead of locking down and sheltering in place in classrooms. These issues were reported to the Provost and appropriate Academic Deans to address.

The team observed a big improvement with the SODEXO staff’s response in the Crush dining area. The facility continued to operate during the 2018 drill, but after special training with the staff this year, operations shut down and employees encouraged students to hide in back storage rooms. The Crush security gate was also locked when the team arrived.

Residence Life evaluated the response in Woodcrest Residence Hall and the team found much of the same issues they did in 2018 in East Residence Hall. They observed students sleeping though the drill, found room doors unlocked, found that students hadn’t checked their phones for the emergency alert, or they weren’t registered to receive text or email alerts at all. In the coming year, Public Safety will focus heavily on registering resident students for emergency alerts, and will work closely with Residence Life to conduct Lockdown practice sessions specifically in the Residence Halls.

The Holy Spirit Library was a new area of focus this year, as it is a high traffic area for students. Safety committee member Chris Jones set up a plan for his staff and students using the facility. Staff observed students sleeping in the lounge area who were unaware of the drill. The library locked one of the

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rooms on the lower level and placed desks and chairs against the door to secure themselves inside the room. It was noted that there should be a plan to keep everyone away from the building's glass façade as it could potentially attract a shooter.

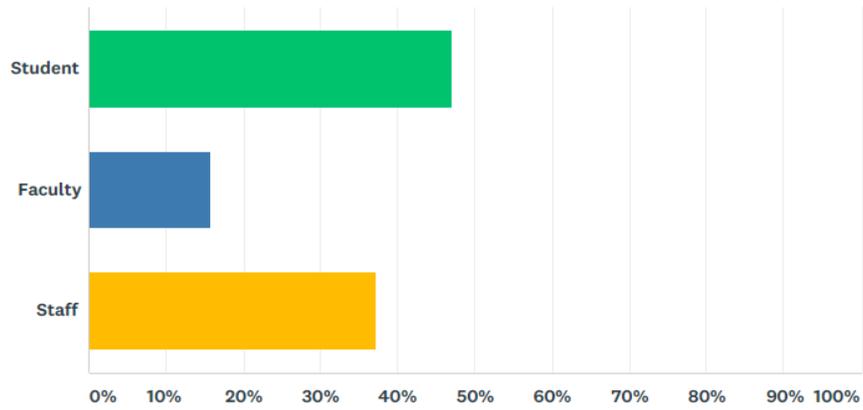
The Dixon Center's lockdown procedure was also planned in advance. One staff member directed all other staff members into the gym. The front desk staff alerted the Fitness Center patrons and directed them and lobby patrons into the gym. The on-duty lifeguards directed all swimmers into the locker rooms. Patrons in all other areas were also directed to the gym.

Summary of Drill Survey Results

Interested community members completed an online survey after the drill, the results of which were mostly positive. The respondents were asked eleven questions, a summary of which is presented on the next page.

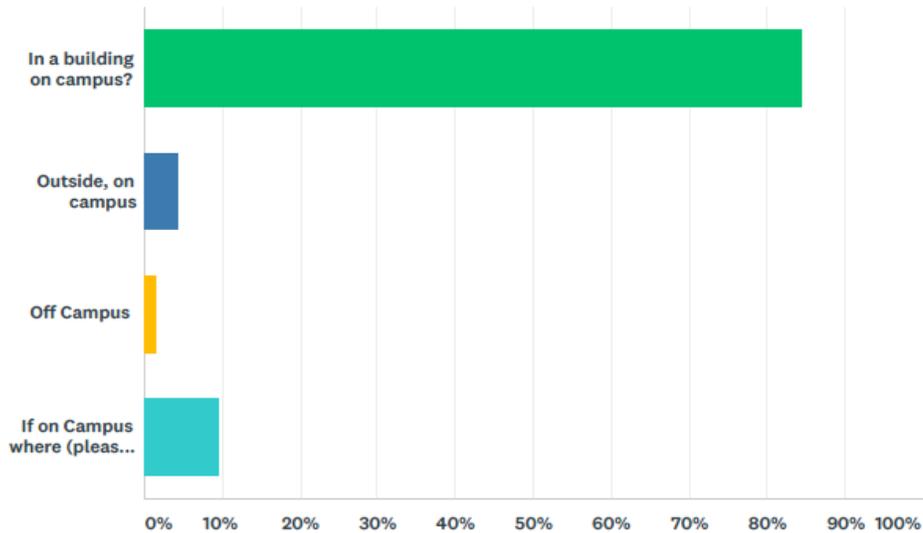
Lockdown Drill Assessment Report

Question 1: Are you Student, Faculty or Staff?



ANSWER CHOICES	RESPONSES	
Student	47.01%	63
Faculty	15.67%	21
Staff	37.31%	50
TOTAL		134

Question 2: Where were you at the time of the Lockdown Drill?



ANSWER CHOICES	RESPONSES	
In a building on campus?	84.44%	114
Outside, on campus	4.44%	6
Off Campus	1.48%	2
If on Campus where (please specify)	9.63%	13
TOTAL		135

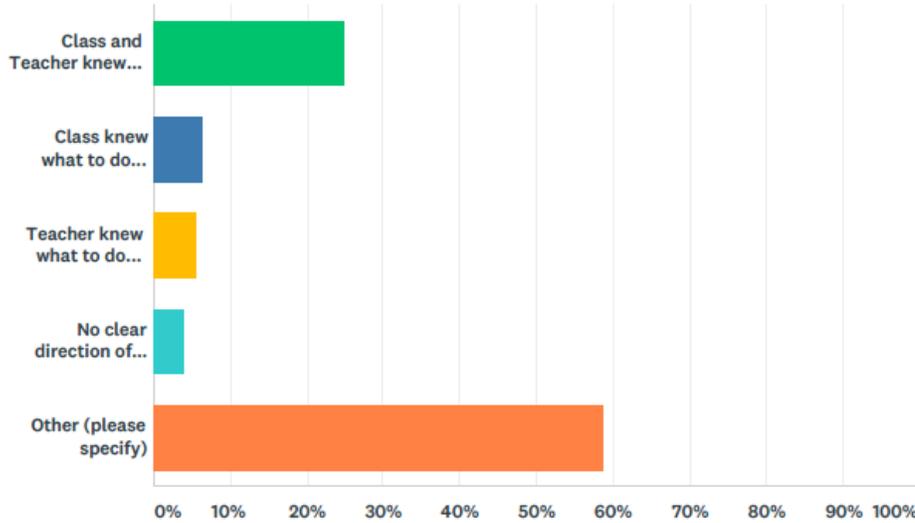
Specified Locations:

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12 respondents were in a residential building.

34 respondents were in an academic or administrative building.

Question 3: Was there clear direction if in class, on what to do during the Lockdown Drill?



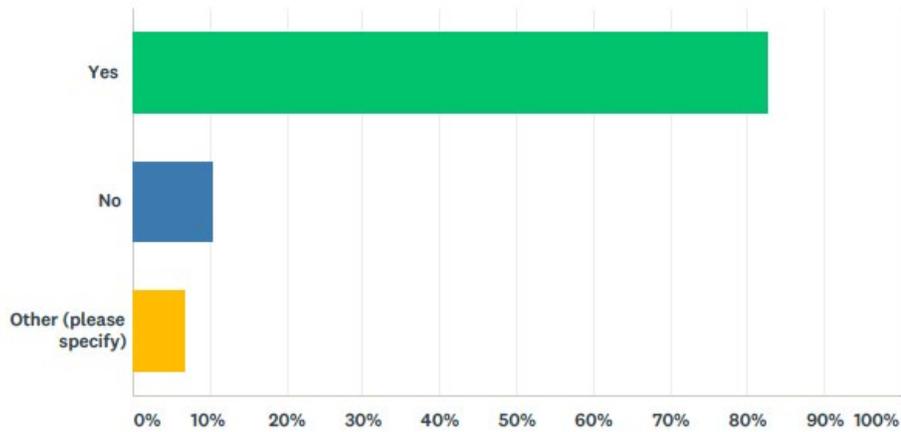
ANSWER CHOICES	RESPONSES
Class and Teacher knew what to do during the drill	25.00% 31
Class knew what to do during the drill	6.45% 8
Teacher knew what to do during the drill	5.65% 7
No clear direction of what to do during the drill	4.03% 5
Other (please specify)	58.87% 73
TOTAL	124

This question received a variety of responses. Below is a synopsis of the constructive responses.

- Received complaints from students that teachers didn't pay attention to lockdown.
- In office talking to colleague. Did not know the lockdown was happening because my phone was on vibrate, and I was not at a computer. Alarm did not sound in this building, which is a big problem.
- I was not in a class. I was in founder's lobby when the drill went off, so I went to the education mac lab and locked myself in there.
- Sodexo people got it locked down.
- Students did not know what to do, except one. But I directed them towards the back of the room. Locked the door, turned off the lights and assigned two students in the future to help me move a table if necessary.
- Initially challenging to get some students to take seriously and struggled with how to block door that opens out.
- Was in my office, we locked the doors, silenced he phones, and switched the light off.

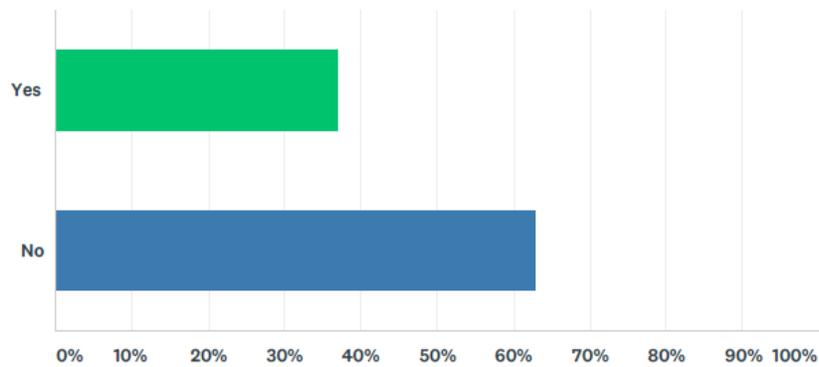
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Question 4: Were you given enough notice about the drill?



ANSWER CHOICES	RESPONSES	
Yes	82.71%	110
No	10.53%	14
Other (please specify)	6.77%	9
TOTAL		133

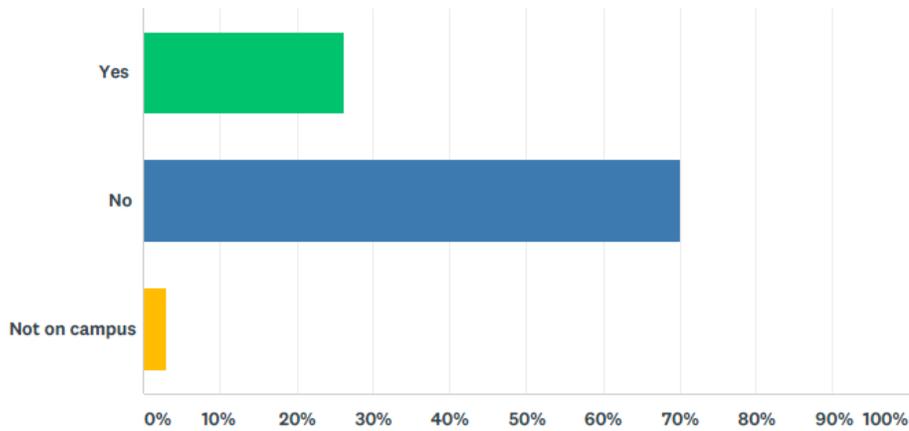
Question 5: Did you attend any Lockdown training prior to the drill?



ANSWER CHOICES	RESPONSES	
Yes	37.04%	50
No	62.96%	85
TOTAL		135

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Question 6: Did you hear the siren on campus? Where were you on campus?

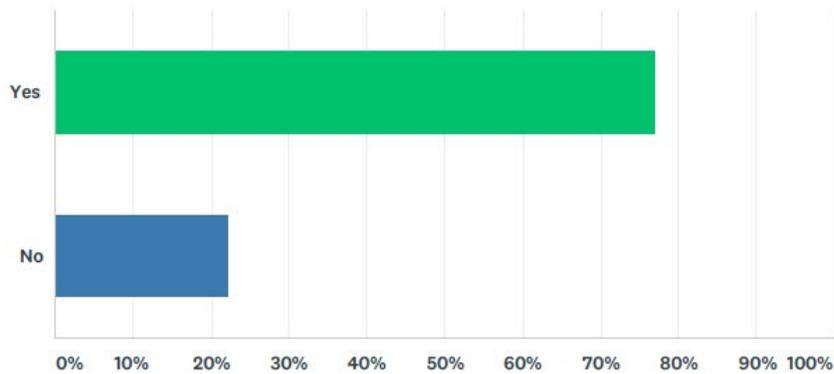


ANSWER CHOICES	RESPONSES	
Yes	26.12%	35
No	70.15%	94
Not on campus	2.99%	4
TOTAL		134

Responses:

Many respondents said they either didn't hear the siren or heard it faintly from inside buildings.

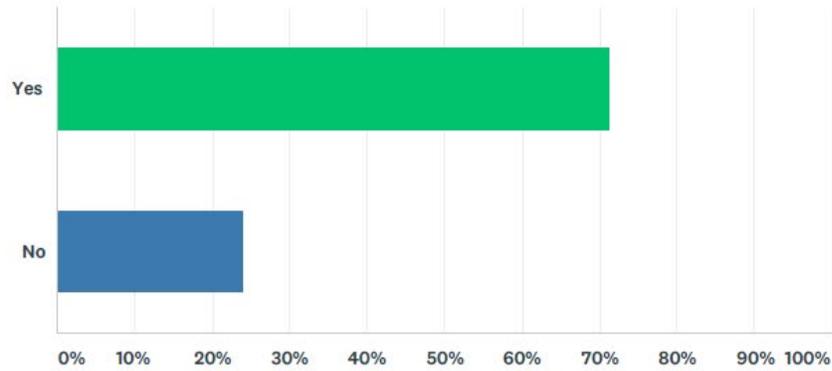
Question 7: Did you receive an E2 Campus text notification?



ANSWER CHOICES	RESPONSES	
Yes	77.04%	104
No	22.22%	30
TOTAL		135

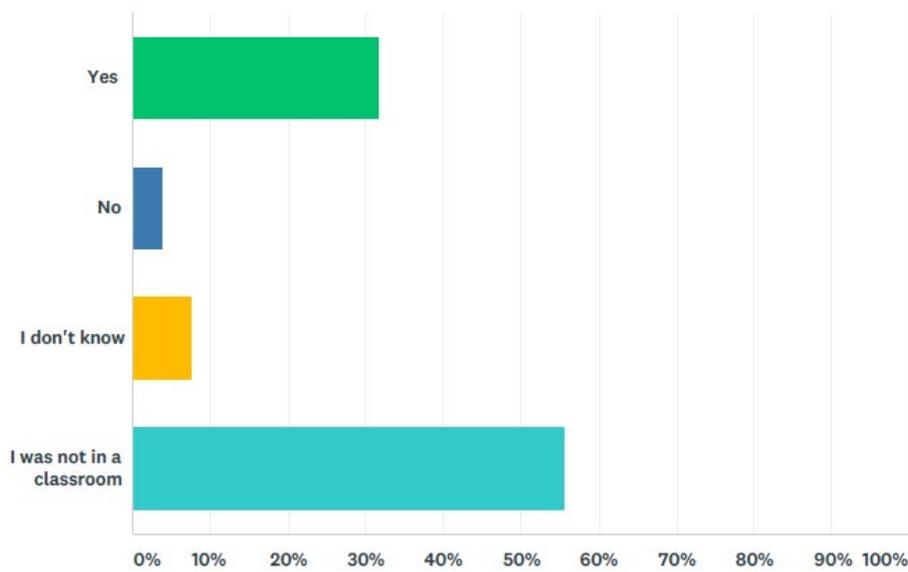
Lockdown Drill Assessment Report

Question 8: Did you receive an email notification?



ANSWER CHOICES	RESPONSES	
Yes	71.43%	95
No	24.06%	32
TOTAL		133

Question 9: If you were in a classroom, did an alert appear on the desktop computer?



ANSWER CHOICES	RESPONSES	
Yes	31.58%	42
No	3.76%	5
I don't know	7.52%	10
I was not in a classroom	55.64%	74
TOTAL		133

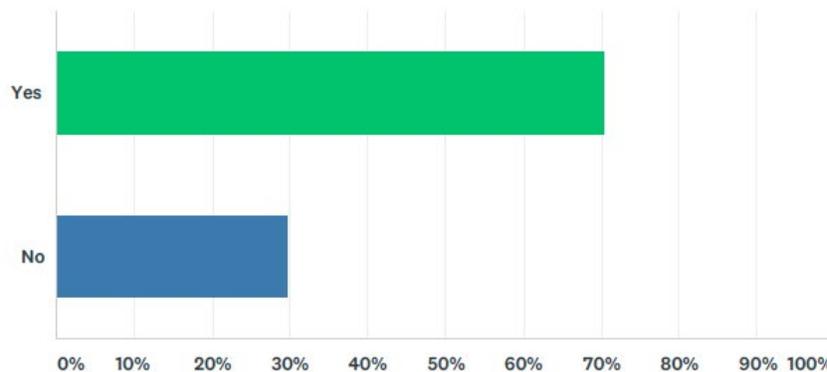
Lockdown Drill Assessment Report

Question 10: What could be improved upon?

This question received a variety of responses. Below is a synopsis of the constructive ones.

- *Provide a louder emergency siren or sirens outside and inside buildings. (40 out of 99 total respondents). This was the most prevalent response.*
- *Automatically sign up people for e2Campus so they're aware of the lockdown.*
- *More and more frequent training.*
- *Perhaps a training video?*
- *Make training sessions mandatory.*
- *Need to run a Lockdown drill for commuter students attending night classes.*
- *Lock the entrances to campus during a lockdown.*
- *The lockdown email went to my junk folder.*
- *Provide window shades or blinds for the windows on classroom doors and classrooms with hallway windows.*
- *Better training for professors on what to do during a lockdown.*
- *Need to provide interior lock on Founders Hall room 359.*
- *Keep the alert on the computers until the drill is over.*
- *The commuter Lounge could use an alert for sleeping commuters.*
- *Having security check IDs of students to make sure they attend Cabrini.*

Question 11: Do you feel a full scale, active shooter drill is needed on campus?



ANSWER CHOICES	RESPONSES	
Yes	70.31%	90
No	29.69%	38
TOTAL		128