



Colby·Sawyer
College

PARENT & FAMILY NEWSLETTER

September, 2019

Message from the Vice President for Student Development &

Dean of Students

September 2019

Dear Parents and Families,

The campus is very busy with the start of classes, athletic games, and students adjusting to college life and settling in their rooms.

I just want to remind you if you are planning to attend Homecoming - October 4 – 6 please check out the activities we have planned for you and make your reservations. For more information and registering, the link is: [Homecoming](#)

Below are some important pieces of information I want share with you.

Sincerely,

Robin Burroughs Davis, JD

IMPORTANT INFORMATION FROM THE OFFICE OF STUDENT SUCCESS AND RETENTION

Right about now your students will be settling into the reality of college. This could mean excitement about great friends, events, and engaging classes. This could also mean increased anxiety as their first papers and exams are coming due.

The top 5 things you can do from afar to support your student's success this month are:

1. Remind students to check their Moodle course sites and Colby-Sawyer email address DAILY so they don't miss important communications.
2. Encourage students to use the resources available to help them build their education (Student Learning Collaborative, professors' office hours, advisors, Librarians, Baird Health and Counseling, etc.)
3. Send care packages for a few more weeks rather than inviting them home. This helps them put down roots here so they can learn to comfort themselves effectively while on campus.
4. Encourage them to join clubs and work at making social connections.
5. Assure them that making mistakes is part of college; that failure is just another way to get information. The most successful students are NOT the ones that get everything right the first time. The most successful students are the ones who get up and keep trying.

For more information: [Student Success](#)

Erica Webb, director

Emergency Management Newsletter

Colby-Sawyer College Campus Safety

September 2019

Emergency Preparedness Happenings @ CSC

September is National Preparedness Month, a time to promote disaster and emergency planning. This year's overarching theme is **"Prepared, Not Scared. Be Ready for Disasters."** The goal is to increase the number of individuals, families and communities that engage in preparedness actions for a potential disaster or emergency.

The Colby-Sawyer Emergency Management Incident Response Team (IRT) is composed of CSC community members from disciplines throughout the college. We're active in all four phases of emergency management on our campus: preparedness, response, recovery and mitigation.

We are happy to share some of the upcoming emergency preparedness resources and training opportunities taking place on campus. Creating a culture of preparedness is a team effort. It requires staff, faculty and most importantly, students working together to build a safe and secure community. Participating in some of the training opportunities found in this newsletter will help to ensure that you and the college are prepared.

We encourage all Colby-Sawyer employees and students to continue their efforts in emergency preparedness to enhance the college's capability to respond to and recover from emergency situations.

Get Educated

In addition to the Emergency Posters found in most classrooms and many offices throughout campus, Colby-Sawyer has developed an Emergency Preparedness Guide to serve as a quick reference in many different types of emergencies. This is not a comprehensive list of instructions and resources, rather a reminder of the basic steps that should be taken to minimize the risks associated with a given hazard and to protect you and others from harm. Be Prepared, Not Scared... Please review this guide and be familiar with its contents *before* an emergency occurs. You can find the guide at <http://colby-sawyer.edu/assets/pdf/EmergencyGuide.pdf>.

Sign-Up for CSC Alert

CSC ALERT is Colby-Sawyer's emergency alert system, which enables the college to send urgent messages to the campus community through cell phones, e-mail accounts, and the Web. The system includes a desktop alert function that will pop up on most college-owned computers, as well as alerts on some display screens throughout campus. It also transmits a text-to-voice message to all college telephones.



CSC ALERT is an "opt in" service, which means you must sign up to receive emergency messages.

Campus Safety and the Colby-Sawyer College administration strongly encourage all community members to register for CSC ALERT and to keep their account information up to date.

- To create an account and register for CSC ALERT, logon to the registration form on the myCSC ALERT section of myColby-Sawyer.
- Do you already have an account? Has your account expired? Have you changed cell phone numbers or service providers? Do you need to update your password? To review and/or update your account information, go to <https://colby-sawyer.edu/emergency/> and login with the username and password you used to set up your CSC ALERT account.

For more information about CSC ALERT, go to <http://www.colby-sawyer.edu/emergency>.

If you have any questions about CSC ALERT, please contact the Helpdesk by email at helpdesk@colby-sawyer.edu.

IRT Members

Pete Berthiaume
Jen Deasy
Liz LaBelle
Mary McLaughlin
Meg Miller
Sarah Smith
Pam Spear
Cally White
Heather Zahn

A.L.I.C.E.

Alert, Lockdown, Inform, Counter, Evacuate

A.L.I.C.E. is a program designed to supplement current "lockdown" procedures used frequently in our schools and workplaces as a stand-alone defensive strategy for an Active Shooter event. It is recognized across the country as an additional component to the traditional "lockdown" response to an "Active Shooter on Campus" emergency.

A.L.I.C.E. is an acronym for Alert, Lockdown, Inform, Counter, and Evacuate. The main objective of the program is to provide students, faculty and staff with options to increase their chance of survival during an "Active Shooter on Campus" emergency. Where the traditional lockdown response is passive (lock doors, turn out lights and wait for help), the A.L.I.C.E. program is considered a more aggressive response.

Colleges, high schools and elementary schools are adopting this program and numerous campuses across the country are sending their public safety personnel to be trained in the program. The events on school campuses over the past 20 years have shown us that the "lockdown" system is insufficient in protecting our youth and the concept of "it could never happen here" is a myth. The true first responders are the students, faculty and staff who are first presented with the "active shooter" situation.

Alert: Danger Announcement

Lockdown: Excellent starting point from which to make safety decisions

Inform: Provide real-time information to those in danger

Counter: Use of simple, proactive techniques to counter aggressive actions if necessary

Evacuate: Remove as many from the danger zone as quickly as possible

Register anytime for online ALICE training by contacting Jen Deasy at jen.deasy@colby-sawyer.edu.

The training is informative and takes about 45 minutes to complete. Want to bring ALICE to your department, building or residence hall and practice the concepts presented in the on-line training? Contact Pete Berthiaume at pberthia@colby-sawyer.edu.

Vehicle Safety from Ready.gov

Plan long trips carefully, check the latest weather forecasts and road conditions. If bad weather is forecast, drive only if absolutely necessary.

Emergency Kits for Vehicles

in case you are stranded, keep an [emergency supply kit](#) in your car with the addition of these vehicle extras: jumper cables, flares or reflective triangle, ice scraper, car cell phone charger, blanket, map, cat litter or sand for better tire traction.

Prepare Your Vehicle for Emergencies

Have a mechanic check the following on your vehicle prior to an emergency: antifreeze levels, battery, and ignition system, brakes, exhaust system, fuel and air filters, heater and defroster, lights and flashing, hazard lights, oil, thermostat, windshield wiper equipment and washer fluid level.

Vehicle Safety Tips

- **Keep your gas tank full** in case of evacuation or power outages. A full tank will also keep the fuel line from freezing
- **Install good winter tires** and ensure they have adequate tread or any jurisdiction-required chains or studs
- **Do not drive through flooded areas.** Six inches of water can cause a vehicle to lose control or possibly stall. A foot of water will float many cars.
- **If a power line falls on your car** you are at risk of electrical shock, stay inside until a trained person removes the wire.
- **If the emergency could impact the physical stability of the roadway** avoid overpasses, bridges, power lines, signs and other hazards

IMPORTANT DATES FROM REGISTRAR'S OFFICE

October 30th Mid-term Grades

Faculty will submit mid-term grades by October 30th. This is a time for faculty to check in with your student regarding their progress. It's a time to congratulate students who have started strong and catch the students who are struggling. All first-year students will receive mid-term grades. If your upper class student does not receive mid-term grades, encourage them to check in with their professor about their progress.

November 8th Deadline to Withdraw from a Course

If a student discovers he or she will not be able to pass a course, the best thing for his or her GPA might be to Withdraw from the course before November 9th. Encourage your student to meet with professors to discuss progress in courses of concern. Encourage your student to meet with his or her advisor to make informed decisions.

November 11th - 14th Spring Registration

This is one of my favorite times of the year! Students get to choose their courses, and new adventures, for next semester. Encourage your student to meet with his or her advisor to make sure they are making the best choices for their program.

Diane Driscoll, registrar