

Determine Who Needs Which Protocols

Everyone on campus—staff, faculty, and students—should know what to do when someone is in crisis. But only certain staff need the complete crisis protocols. Everyone else just needs specific, pertinent information, such as what signs to look for and who to contact in a crisis situation.

In the table below, you can assess whether each stakeholder needs the complete protocol or a condensed version. If the stakeholder requires just the condensed version, list the specific information they need to receive.

Stakeholder	Complete or condensed version?	Specific information stakeholder needs in a condensed version?
Students		
Parents		
Academic affairs		
Residence life		
Senior campus administrators (e.g., president, provost, deans)		
Student life (e.g., Greek life, international student office)		
Disability services		
Facilities and custodial services		
Athletics		
Counseling center staff		
Campus police/security		
Health center (includes wellness, alcohol and other drug)		
Campus communications/media		
Campus legal counsel		
Judicial affairs		
Other:		