



University of the Virgin Islands

2007  
ASSESSMENT RECORD FOR  
DEPARTMENT/UNIT

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(Name of Administrative or Educational Support Department/Unit)

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(Assessment Period Covered)

(Date Submitted)

**Submitted By:**

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(Unit Director)



# University of the Virgin Islands

## 2007 ASSESSMENT REPORT FOR

### Security Department

(Administrative or Educational Support Unit)

July 1, 2007 – June 30, 2008

(Assessment Period Covered)

(Date Submitted)

#### Expanded Statement of Institutional Purpose Linkage:

Institutional Mission/Goal(s) Reference:

Strategic Goal #2. Institutional Improvement: Insure that the strategic goals and objectives are met by enhancing the University's capacity to achieve results.

Administrative or Educational Support Unit Mission Statement:

... The Security Department is dedicated to providing a safe and secure working, learning and living environment by providing the following services: Emergency Response (Medical, Fire, Hurricanes, Bomb threat, School Violence/Riots) Patrol and surveillance, Facility Access: Open & Secure buildings, Escort, Communication and Information (External and internal), Enforce Rules and Regulations, Parking Enforcement, Maintain Orderly conduct (ex. crowd control). Incident Investigation, Liaison to VIPD and other law enforcement agencies.

Intended Administrative Objectives:

1. The UVI community will be well informed on how to proceed in the event of an emergency (fire).
2. Security will provide leadership in a community policing approach.
3. Security will provide quick, responsive and appropriate emergency response services.
- 4.



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### Intended Administrative or Educational Support Objective:

NOTE: There should be one form C for each intended objective listed on form B. The intended unit objective should be stated in the box immediately below and the strategic thrust number entered in the blank spaces.

The UVI community will be well informed on how to proceed in the event of an emergency (fire).

### First Means of Assessment for Objective Identified Above:

#### 1. Means of Unit Assessment & Criteria for Success:

Perform Drills (1 per semester for Residence Halls; 1 per year for faculty and staff)  
Evaluation of the Evacuation: Observation

Length of Time	(3 min.	3.5 min.	4 min	4.5 or more)
Questions on Procedures	(none	1	2	3 4)
Assembled in designated area	(100%	90%	80%	70% or less)
Participation	(100%	90%	80%	70% or less)
RA/Building Coordinators Assistance	(100%	90%	80%	70% or less)

#### 2. Summary of Assessment Data Collected:

#### 3. Use of Results to Improve Unit Services:

Periodic training to improve the understanding of the procedures. (Refresher as required, and new student, faculty and staff orientation)