

**Appendix A:
A-7 Shelter-in-Place Kits**

SHELTER LOCATION	SHELTER FOR	RESPONSIBLE DEPARTMENT	RESPONSIBLE PERSON	KIT STORED	NEAREST PHONE
UNIVERSITY WEST BUILDING					
UW South Stairwells	Students, Facilities	Student Services	Minnie Urbano Lynn Silkey (A)	UW 133	571-2627
UW East Stairwells	Students, Facilities	Student Relations	Chari Norgard Lynn Silkey (A)	UW 133	713-252-1580
UW West Stairwells	Students, Facilities	Financial Aid	Lashon Battles Ruby Dean	UW 110C	827
UW Alcorn Auditorium	OAR, RECR, LEAD, SAS, Academic Center	Admissions & Records	Judy Lucas Mary Densman (A)	UW 104D	665
UW 223 – Conference Room A	Bus Services, A&F, HR, Finance & Budget	Business Services	Susie Motal Cheryl Robbins (A)	UW 223B UW 107 Conf Rm A Kitchen	305
School of Arts & Sciences – Room 208	A&S Staff & Faculty	Arts & Sciences	Sandra Wood Lisa Vasquez (A)	UW 208B	211
School of Business – Room 213	OFA, Business Staff & Faculty	School of Business	Jolynn Young Kira Wendel (A)	UW 213	231
School of Education – Room 228	Education Staff & Faculty	School of Education	Dyana Cochrum Diana Kallus (A)	UW 228A	262
Provost - 271A	Provost & OIR	Provost Office	Theresa Hawken Tong-Ai Zhang (A)	UW 271D	321
School of Nursing - 272	Staff, Faculty	School of Nursing	Theresa Whitt Esther Sandoval (A)	UW 272G	370
UNIVERSITY CENTER BUILDING					
UC West Stairwells	Students, Biology Lab Faculty, OUA, Facilities	Biology Lab	Dr. Siva Somasundaram Karen Pearce (A)	West Stairwell	648-3834 Dr. Soma
UC East Stairwells	Students, OUA, Facilities	Office of University Advancement	Robin Cadle Anna Celum	East Stairwell	120
Information Technology - Room 208	Information Technology Staff	Information Technology	Randy Faulk Elizabeth Corte (A)	UC 208	390
Computer Lab Rooms 202 and 204	IT Lab Assistants	Information Technology	James Garcia Matt Alexander	UC 203	616 and 618
President	President	President	Kathy Walton Faye Landry (A)	UC 305	332
LIBRARIES, FACILITIES SERVICES, and SBDC					
UHVC Library	Library Staff	Library	Marc Vezeau Darla Marthiljohni (A)	Lower Level	175
UHVC Library 2nd Floor	Library Staff	Library	Sheron Barnes Jo Ann Spears (A)	2 nd Floor	176 & 174A
Facilities Services Building	Facilities Services Staff	Facilities Services	Tracy Damborsky Michael Ruland (A)	Room 22 - Kitchen	804
Small Business Development	SBDC Staff	SBDC	Paul Harper Joe Humphreys(A)	Totah Building	575-8944