

Crisis Communication Procedure

LCC will use all available communication channels in the event of a weather closure or other campus emergency. Depending on the situation, some channels may be unavailable. Interested parties are encouraged to stay connected through several channels.

| Channel | What You Can Do |
|-------------------------------|--|
| Emergency Notification System | LCC may display emergency notification messages on the emergency clocks in every classroom and many other rooms on campus. The clocks display information on a screen, and audio messages may be used. In addition to the digital display screen, flashing lights help draw attention to the units during an emergency. Messages also appear on campus phone consoles. |
| Text | LCC uses the Rave text alert system. To receive emergency texts through the system, you must enter a mobile number (in the mobile number field) and mark it as "preferred" in ctLink. See our Emergency Text Messages (lowercolumbia.edu/publications/emergency/emergency-text-messages/) page for instructions. |
| FlashAlert | LCC subscribes to FlashAlert to provide closure information to major media outlets (TV, newspapers, and radio). You can sign up to receive email notifications from FlashAlert by visiting Flashalert.net (www.flashalert.net/id/lcc) from your computer and entering your email address, then selecting to receive notifications from Lower Columbia College. You can also sign up to receive push notifications on your mobile device by downloading the "FlashAlert Messenger" app from the iTunes app store or Google Play. Be sure to link the app to the FlashAlert account you set up on your computer with your email address. <i>Note: if you downloaded</i> |

| Channel | What You Can Do |
|-------------|--|
| | <i>the FlashAlert messenger app before March 27, 2025, please delete it and download the new version.</i> |
| Website | Visit lowercolumbia.edu to see the emergency banner at the top of every page. Banners are color-coded: red (emergency), yellow (warning), blue (information), and green (notice). |
| Email | Make sure you can check your email remotely from a computer or other device with an Internet connection. Visit lowercolumbia.edu and select "Email—Faculty & Staff (mail.google.com/a/lowercolumbia.edu) " or "Email—Students (accounts.google.com/AccountChooser?hd=my.lowercolumbia.edu&continue=https%3A%2F%2Fmail.google.com%2Fmail%2F&osid=1&service=mail&ss=1&tmpl=default) " from the drop-down menu. Log in with your LCC email and password to access your email via the web. |
| Facebook | Anyone can view LCC's Facebook page (facebook.com/LowerColumbiaCollege) . If you're on Facebook, "like" our page to see posts in your feed. |
| Canvas | Information about a closure or emergency may also be available in Canvas. |
| Supervisors | Check with your supervisor for department-specific instructions or request a phone call at home in case of an emergency or closure. |

Students can log in using username@my.lowercolumbia.edu. For more information on student email, visit lowercolumbia.edu/technical-help/gmail/.

LCC also posts on [Instagram \(http://instagram.com/lowercolumbiacollege\)](http://instagram.com/lowercolumbiacollege) , [LinkedIn \(http://linkedin.com/school/lower-columbia-college\)](http://linkedin.com/school/lower-columbia-college) , and [X \(http://x.com/lowercc\)](http://x.com/lowercc) .