



Southeast Arkansas College

Emergency Notification

Opt-Out Policy

SEARK recognizes the need to notify as many members of its campus community as quickly as possible during an emergency. To increase the number of students, faculty and staff enrolled in the campus's emergency notification system the college has adopted an Opt-Out approach.

Participation in the text/SMS, telephone voice messaging, and alternate (non-seark.edu) email notification components of the SEARKAlert shall be operated using an opt-out approach. Information will be automatically uploaded at regular intervals for all students, faculty and staff who do not have a written opt-out form on file. Faculty and Staff information will match what is currently listed in SEARK's PayCom system. Student's information will reflect what is currently listed in the student's account in Webadvisor. All persons are strongly encouraged to update their information in the event of a change of phone number or email address.

All official SEARK email addresses and institutionally provided communication devices will remain in the SEARKAlert system regardless of a written opt-out request.

Test(s) of the SEARKAlert system will be conducted at the start of each major semester and as needed throughout the year. The individual will be responsible for any cost charged by his/her provider as the result of the use of this service.

If a member of the SEARK community wishes to opt-out he/she must complete the form located at <http://www.seark.edu/quick-links/e2campus> and return to the Vice President for Student Affairs.

Policy Effective 12/18/2017