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MEMORANDUM

TO: Florida College System Presidents

FROM: Manny Diaz, Jr.

DATE: June 10, 2025

SUBJECT: Florida College System (FCS) Comprehensive Campus Building Lockdown Readiness Assessment

As we reflect on the recent shooting at Florida State University, we are deeply grateful to the first responders whose swift and courageous actions on site prevented an even greater tragedy. In light of this event, we are committed to ensuring that each Florida College System institution is fully prepared should a similar emergency response ever be necessary on one of our campuses.

I am writing to request that your institution conducts a comprehensive assessment of each building on your campuses to evaluate readiness for a rapid lockdown in the event of an active shooter or similar emergency.

Safety is a top priority, and it is essential that students, faculty and staff are protected by robust, clearly defined and well-practiced security protocols. While policies and procedures are often in place, physical infrastructure plays a critical role in determining the effectiveness of lockdown measures during a real-world crisis.

I respectfully request that your administration include the following as part of the FCS Assessment:

- An audit of door locks and security hardware for all classrooms, lecture halls and administrative offices.
- A review of communication systems to ensure real-time emergency alerts can reach all individuals across campus.
- Identification of safe zones and clear signage in each building.
- Evaluation of current lockdown protocols and drill frequency.
- Recommendations for infrastructure or policy improvements based on the findings.

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Transparency and collaboration with local law enforcement, emergency responders and campus stakeholders would further enhance the value of this assessment. Ensuring that each building is evaluated individually will provide a clearer picture of campus-wide readiness and highlight any vulnerabilities that may need immediate attention.

Please upload your results to the ShareFile folder that was sent to you (FCS Data Collection) by July 11, 2025, and include estimates of costs, so that we can consider this information for the upcoming fiscal year. Thank you in advance for your assistance in providing this information.

MD/acj

Cc: Kimberly Richey, Senior Chancellor
Kathy Hebda, Chancellor, Division of Florida Colleges