

Risk Management Monthly Newsletter

October 2026

Risk Management Environmental Health & Safety

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1. Indoor Air Quality and Mildew Awareness

Changes in temperature, humidity, leaks, and moisture can contribute to indoor air quality concerns. Employees can help by recognizing and reporting conditions early.

Watch for Potential Problems

- Water stains or discoloration on ceilings, walls, or floors.
- Persistent musty or unusual odors.

- Visible moisture or condensation.
- Wet ceiling tiles, carpet, or furnishings.
- Plumbing or roof leaks.
- Areas that remain damp after water intrusion.
- HVAC or ventilation concerns.

What You Should Do

- Report leaks and water intrusion promptly.
- Do not cover, paint over, or attempt to clean significant suspected mildew or mold growth yourself.
- Keep furniture and stored materials from blocking air vents.
- Avoid storing wet materials in offices or closets.
- Report recurring odors or moisture even if the source is not obvious.
- Notify the appropriate campus department when an indoor environmental concern is identified.

Remember: Early reporting of moisture problems can help prevent a small issue from becoming a larger one.

2. Pedestrian Safety After Dark

As daylight hours become shorter, employees and students may find themselves walking across campus, through parking lots, or to their vehicles after dark.

Stay Visible

- Walk in well-lit areas whenever possible.
- Use designated sidewalks and crosswalks.
- Wear light-colored or reflective clothing when walking in low-light conditions.
- Never assume a driver can see you.

- Make eye contact with drivers before crossing in front of vehicles.

Stay Alert

- Limit distractions from phones and other electronic devices.
- Avoid headphones or keep the volume low enough to hear your surroundings.
- Pay attention when walking through parking lots and near driveways.
- Watch for vehicles backing out of parking spaces.
- Be especially cautious near intersections and areas with limited visibility.

For Drivers

- Slow down in areas with pedestrian traffic.
- Check carefully before backing.
- Look for pedestrians before entering or leaving parking lots.
- Keep headlights and windows clean for better nighttime visibility.

See and Be Seen. Stay Alert After Dark.

3. Fall Events and Campus Activity Safety

October often brings special events, student activities, evening programs, athletic events, and increased pedestrian activity. Good planning can help prevent injuries and keep campus activities safe.

Before an Event

- Keep exits and evacuation routes unobstructed.
- Avoid exceeding room or facility capacities.
- Secure electrical cords and equipment to prevent trip hazards.
- Make sure decorations do not obstruct exit signs,

sprinklers, fire alarms, or emergency equipment.

- Identify who will contact Campus Police or emergency services if necessary.
- Consider accessibility when arranging tables, chairs, and activities.

During the Event

- Monitor entrances, exits, and high-traffic areas.
- Keep food and liquids away from electrical equipment.
- Correct spills and trip hazards promptly.
- Keep emergency access routes open.
- Report unsafe conditions instead of assuming someone else will take care of them.

A Safe Event Starts with Good Planning.

Safety Corner

Halloween Decorations: Keep Them Fun and Safe

Seasonal decorations can make offices and common areas more festive, but they should never introduce unnecessary hazards.

Decorate Safely

- Keep decorations away from exits and exit signs.
- Do not obstruct fire extinguishers, alarm pull stations, or sprinkler heads.
- Keep hallways, stairways, and walking paths clear.
- Inspect electrical decorations and cords before use.
- Do not use damaged electrical decorations.
- Avoid open flames and candles.
- Secure electrical cords so they do not create trip hazards.
- Use extra caution when placing decorations at heights. Use an appropriate step stool or ladder rather than standing on chairs or furniture.

Did You Know?

- Even temporary decorations can create a safety concern if they interfere with emergency equipment, block visibility, or create a trip hazard.

Decorate Smart. Keep Exits Clear. Celebrate Safely.