

<p><b>Timely Warning Policy</b> <i>(Mandated policy in accordance with the Clery Act)</i></p>	<p><b>BOT Approved: January 15, 2019</b></p>
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**PURPOSE:**

The purpose of this policy is to ensure the issuance of timely warnings regarding crimes posing a serious or ongoing threat to the campus community.

**POLICY STATEMENT:**

To comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), Garrett College establishes the below mentioned procedures for the college regarding the circumstances and delivery of warnings of serious or on-going threats (see 20 USCA section 1092; 34 CFR 668.46(e)).

**PROCEDURES:**

Timely warnings are provided to notify the campus community of certain crimes that may represent a serious or ongoing threat to the campus community and to heighten safety awareness. A timely warning also seeks information that may lead to the arrest and conviction of the offender when violent crimes against persons or substantial crimes against property have been reported.

Timely warnings include information about the crime that triggered the warning, but do not include personally identifiable information about the victim of the crime. Timely warnings may also include other available information that the college feels will help the campus community to protect themselves, ranging from descriptive information about suspects to tips on deterring crime. The content and amount of information varies depending on the nature of the threat,

the amount of information available to the college, in consideration of active law enforcement efforts, and other factors.

Timely warnings must be issued for the following crimes, if the crimes are reported to campus security authorities (CSA) or local police agencies; are considered by the College to represent a serious or continuing threat to students and employees; and/or occur in certain geographic locations (see below) as defined by the Clery Act.

- Murder and non-negligent manslaughter
- Negligent manslaughter
- Forcible and non-forcible sex offenses
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson

The College is required to issue timely warnings for Clery-designated crimes in the following geographic locations: on campus, public property and non-campus buildings and property.

On Campus- Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the Campus, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as food or other retail vendor).

Public Property- Public property, includes thoroughfares, streets, sidewalks, and parking facilities within the campus, or immediately adjacent to and accessible from the campus.

Non-Campus Buildings or Property- Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Timely warnings typically are made by the Garrett College Campus Security Department. The Chief Student Affairs Officer, the Chair of the Emergency Management Team, or the College's Public Information Officer, may also issue warnings. Timely warnings typically are disseminated through campus wide e-mails sent to students and employees, and if warranted, can be sent using the College's emergency notification system.