

IV 30 15 TIMELY WARNINGS

I. BACKGROUND

The **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act**, codified at 20 U.S.C. § 1092(f) et seq. as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. In accordance with this Act, the Volunteer State Community College Campus Police Department in coordination with the Office of Public Relations is responsible for issuing timely warnings. These warnings are provided to keep the campus community informed about safety and security matters in an effort to prevent similar crimes from occurring. The decision to issue a timely warning shall be decided on a case by case basis in compliance with the Act and considering all available facts. The timing of the notification shall, in the first instance, be based upon whether the crime is considered a serious or a continuing threat to campus community and the possible risk of compromising law enforcement efforts. Upon receipt of all relevant information, such warnings will, as circumstances warrant, be issued in a manner to best protect the campus community.

II. PURPOSE

The purpose of this policy is to issue timely warnings to the campus community when a crime has occurred on or near campus and is considered to represent a serious or continued threat to the safety of VSCC students, employees, and guests or to VSCC properties.

III. DEFINITIONS

These definitions apply to these terms as they are used in this policy:

Clery Act: Jeanne Clery Disclosure of Campus Safety Policy and Campus Crime Statistics Act.

CSA: Campus Security Authority – A Clery-specific term that encompasses four groups of individuals and organizations associated with an institution:

- a campus police department or campus security department of an institution;
- any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department;
- any individual or organization to which students and employees should report criminal offenses;
- an official of an institution who has significant responsibility for student and campus activities, including but not limited to, student discipline, and campus judicial proceedings. **An official is defined as** any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

IV. INCIDENTS SUBJECT TO TIMELY WARNING

A timely warning will be issued for incidents or circumstances that may pose a serious or continuing threat to the campus community that occurs within our campus geography that has been:

- Reported to the College, Campus Police, a CSA or local law enforcement; and
- Considered by the college to represent a serious or continuing threat to students, employees and guests.

Timely warnings are not limited to incidents of violent crimes or crimes against persons. Incidents will be evaluated on a case by case basis to determine if there is a serious or continuing threat to the campus community. Law enforcement efforts will be taken into consideration and as a result some investigative information will not be released.

V. EXAMPLES OF INCIDENTS THAT MAY WARRANT A TIMELY WARNING

Incidents that may warrant the issuance of a timely warning includes, but is not necessarily limited to:

- Homicide – murder and non-negligent manslaughter, negligent manslaughter
- Sex offenses
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Hate crimes

VI. RESPONSIBILITIES

In the event a Clery incident that poses a threat to the campus community occurs, the Chief of Campus Police, the Director of Public Relations, or their designee shall order the issuance of a timely warning.

A warning will be distributed as soon as possible after an incident is reported to the Campus Police Department.

Anyone with information warranting a Timely Warning should immediately report the circumstances to the Campus Police Department by calling 615-230-3595 or in person at the Campus Police Department, located in the Wood Campus Center, room 105.

VII. DISSEMINATION METHODS

The campus community will receive timely warnings through emergency text alerts to registered mobile phones and email blasts. The campus public announcement system may also be used if this does not compromise efforts to mitigate the emergency. In addition to these methods, the college website and social media will be used to supplement primary methods of communication. Such warning(s) may include, but are not limited to, date and time of the incident, the incident location, the nature of the incident, appropriate safety tips, as well as available suspect information. Victim information **will not** be released.

VSCC Source: President's Cabinet, September 29, 2014;