

## ***General/Student Policy – Timely Warnings***

### **Policy:**

In compliance with the Jeanne Clery Act, Bismarck State College will issue a timely warning when it receives a report of a crime that represents a serious or ongoing threat to the safety of members of the campus community. BSC may also issue a warning to the campus community when other instances pose a safety concern.

### **Procedure:**

#### **Implementing a Timely Warning**

Timely warnings are issued on a case-by-case basis when there appears to be “serious or ongoing threats” to students and employees on campus for the following crimes:

- Aggravated assault
- Arson
- Burglary
- Negligent manslaughter
- Motor vehicle theft
- Murder/Non-negligent manslaughter
- Robbery
- Sexual offenses
- Violations of liquor law, drug law, or weapons possession law
- Any other crime in which the victim was chosen on the basis of race, gender, religion, disability, sexual orientation, or ethnicity/national origin.

#### **Responsibility for Issuing Timely Warnings**

The Campus Safety and Security Manager or designee is responsible for initiating timely warnings.

The Safety and Security Department may, within its discretion, consult with appropriate individuals or offices to determine whether an incident represents a serious or continuing threat or to determine the appropriate content of a timely warning notice.

In deciding whether to issue a timely warning, the following criteria will be considered:

- Nature of the crime
- Continuing danger to the campus community
- Possible risk of compromising law enforcement efforts

#### **Content of a Timely Warning Notice**

The intent of timely warning is to enable members of the campus community to protect

themselves. A timely warning will include information that promotes safety and aids in the prevention of similar crimes, such as the following information:

- A brief statement of the incident
- Possible connections to other incidents, if applicable
- Date, time and location of the incident
- Physical description and drawing of the suspect, if available
- Risk reduction and safety tips
- Other relevant information

### **Distribution of Timely Warnings**

The college in conjunction with various campus offices will distribute timely warning announcements when there appears to be a threat to the safety and security of persons on campus. While every attempt will be made to distribute the timely warning as soon as possible after the incident or series of incidents is reported, the release will occur after a determination is made that the crime(s) represents a continuing threat to students and employees and is subject to the availability to accurate facts concerning the incident(s).

Timely Warnings will be distributed in a manner reasonably likely to reach the campus community. Depending on the circumstances, any of the following methods, or combination thereof, may be used:

- Notifind
- Campus Public Address System
- Phone
- Text Message
- Email
- Official BSC website
- BSC Intranet/CORE Portal
- Press Release
- Targeted communication-poster, letters, group meetings, etc.

### **History of This Policy:**

First policy draft reviewed by the Operations Council on March 11, 2015 and approved by the Executive Council on March 17, 2015.