



## **TIMELY WARNING REPORTS**

Institutions are required to make timely reports to the campus community of crimes considered to be a threat to students and employees that are reported to campus authorities or to local police agencies.

In the event that a crime should occur on campus that is considered to be a threat to students and employees, the campus community will be notified timely through the campus email system to whatever extent possible. If campus email is not possible or based on the emergency, not timely enough, the community will be notified by a more urgent means as deemed appropriate for the situation.

If you should have knowledge of any crime that occurs on campus, you should report the activity to the Director of the institution and to the local authorities. Should the Director be unavailable, report the incident to the Director of Student Services or other administrative personnel in the administrative offices. Local law enforcement can be reached by dialing 911.

The institution will assess the emergency or dangerous situation and determine the appropriate segment(s) of the campus community to be notified; determine the content of the notification; and initiate the appropriate notification system unless the issuing of the notification would compromise the efforts to assist a victim, or to contain, respond to, or otherwise mitigate the emergency.