

Policy Manual



Title: Clery Act Timely Warning Policy	Number: 6Hx2-2.20
Legal Authority: 20 U.S.C. § 1092(f), 34 C.F.R. 668.46	Page: Page 1 of 2

GENERAL STATEMENT

It is the policy of Broward College to issue Timely Warnings/Crime Alerts in an effort to notify the campus community about certain crimes in and around our community. Timely warnings will be issued for the following classifications of reported crimes: criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft and arson that are considered to represent a serious and continuing threat to students, faculty or staff. Timely warnings may also be issued for other reported crimes as deemed appropriate under the circumstances. Determining whether to issue a Crime Alert for non-Clery Act crimes shall be evaluated on a case-by-case, taking into account both the frequency of offense and likelihood for additional occurrence.

For the purposes of this policy, “timely” means as soon as the pertinent information is available as defined in the Clery Act. It is further the policy of Broward College to maintain compliance with applicable features of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act as mandated by the Department of Education.

THE POLICY and THE STUDENT:

Broward College students are required to submit up-to-date contact information to Broward College in order to allow for prompt receipt of Timely Warnings.

THE POLICY and THE FACULTY AND STAFF:

Broward College faculty and staff are required to submit up-to-date contact information to Broward College in order to allow for prompt receipt of Timely Warnings.

IMPLEMENTATION and OVERSIGHT:

The President, or designee, is responsible for the implementation and oversight of this policy.

The Associate Vice President of Safety, Security and Emergency Preparedness (AVP SSEP) is responsible for consulting with department staff, local police department(s), and with other campus authorities (as deemed necessary) in making the determination on a case-by-case basis of when “timely notification” information in the form of a Crime Alert is disseminated.

Prior to dissemination, the AVP SSEP will, without delay and taking into account the safety of the campus community, carefully determine what information will be released pertaining to the situation at hand. In the case where information is withheld, it will be due to the professional judgment of responsible authorities that the release of such information will compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Timely Warning alerts will contain in the subject line the phrase “Notification” or “Crime Alert” depending on the severity of the threat. The body of the Timely Warning will include a short description of the crime or incident giving the time and date, location, reported offense, suspect description, weapon used (if any), and suspect vehicle

History: <i>Adopted September 23, 2014</i>			
Approved by the Board of Trustees	Date: 09/23/2014	President’s Signature <i>J. David Centrong Jr.</i>	Date: 09/23/2014

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(if any), method of operation (MO) used to facilitate the crime, and information regarding the Clery Act requirement. The Timely Warning should also include personal safety information to aid members of the College community in protecting themselves from becoming victims of a similar crime and promote overall safety for our educational community.

Methods of dissemination may include, but are not limited to, electronic distribution through e-mail, posting of hard copies in public areas, posting on College and Campus Safety web sites, and dissemination via local media outlets.

Status updates as to the resolution and/or disproving of a crime and issued Timely Warning alerts will be similarly disseminated and updated as soon as possible.

VIOLATION OF POLICY

Failure to adhere to this policy will result in disciplinary actions consistent with the Broward College Student Code of Conduct (6Hx2-5.02), Resignation and Termination of Non-Instructional Personnel (6Hx2-3.25) and the Status Quo Working Conditions Concerning the United Faculty of Florida Broward College Chapter (CBA).

DEFINITIONS

Timely Warning: An alert to the campus community regarding certain crimes, issued as soon as the pertinent information is available, that will aid in the prevention of similar crimes.

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