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## **Timely Warning Policy**

In compliance with the Jeanne Clery Act, Brunswick Community College (BCC) will issue Timely Warnings (Campus Safety Alerts) to notify members of the college community about certain crimes, defined by the Act, when such crime occurs on BCC campus or in close proximity to the campus and the crime represents a serious or continuing threat to members of college community.

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 surrounding the campus community, whether the crime is considered a serious or continuing threat to students or employees and the possible risk of compromising law enforcement efforts.

Timely warnings will be issued for, but not limited to, the following crimes:

- ★ Arson
- ★ Burglary
- ★ Robbery
- ★ Aggravated Assault
- ★ Criminal Homicide
- ★ Motor Vehicle Theft
- ★ Sex Offenses
- ★ Any other crimes deemed necessary

### **Procedure**

The Chief of Police or his/her designee will notify the BCC President or his/her designee of the crime and circumstances that warrant the issuance of a Campus Safety Alert. The President or his/her designee shall approve the issuance of the alert before the alert is sent to the college community. The President or his/her designee will be responsible for activating the alert system.

The college distributes Campus Safety Alerts in various ways. Once the college determines that an alert will be issued, the college will: send text messaging alerts, e-mail the announcement, post it on its Web site <http://www.brunswickcc.edu/>, post alerts on the electronic bulletin boards, social media sites such as Facebook and Twitter.

The warning may include, but is not limited to, the following information:

- ★ Type of crime
- ★ Time and location of occurrence
- ★ Available suspect information

In addition, a major catastrophe or disaster at BCC, the college may provide timely information regarding the incidents to the larger community that will not significantly affect or interfere with response efforts. Dissemination will be by the use of radio, television and newspapers.

*Approved by Brunswick Community College Board of Trustees  
August 25, 2011  
June 28, 2013*