



Title: Timely Warning	Policy No.: ADM 9.07	Date: 9/5/13 Rev.: 8/1/14
Areas Affected: All BSMCON		Page 1 of 1

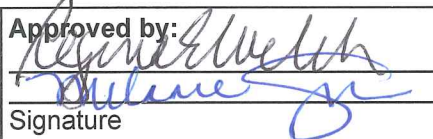
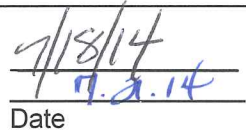
The Campus Crime Alert ("Alert") is provided to give students, faculty, and staff timely notification of crimes that may represent a serious or on-going threat to the campus community and to heighten safety awareness. The Alert also seeks to provide information that may lead to arrest and conviction of the offender when violent crimes against persons or substantial crimes against property have been reported.

The Dean of Finance and Administration and/or her/his designee is responsible for issuing a Campus Crime Alert when a crime is reported to or brought to the attention of the College Administration and that a crime represents a serious or on-going threat to the safety of members of the campus community. Information for Alerts may also come from law enforcement agencies. Every attempt will be made to distribute the Alert promptly; however, the release is subject to the availability of accurate facts concerning the incident. Alerts, are created and distributed by the Dean of Finance and Administration or her/his designee.

**Timely Warning Procedure**

The Dean of Finance and Administration will prepare a Campus Crime Alert whenever a report is received of a violent crime against a person or a substantial crime against property on campus that represents a serious or on-going threat to the safety of students, faculty, and staff.

The College provides Campus Crime Alerts to the college community via cell phone text messages and email to faculty, staff and students. The Emergency Text Messaging System is periodically checked to ensure timely delivery of accurate information.

Approved by:  Signature	Dean of Finance and Administration Provost/VP Title	 Date
<b>Approval History:</b> Dean of Finance and Administration - 9/5/13, 5/6/14 Policy Committee - 9/16/13, 5/19/14		