

**Purpose: In the event of criminal activity occurring either on campus or other PA College property that constitutes a serious or continuing threat to members of the campus community, a campus-wide “timely warning” will be issued.**

### **Scope**

Anyone with information warranting a timely warning should immediately report the circumstances to the PA College Office of Security at 717-947-6009.

PA College has communicated with local law enforcement asking them to notify the college if it receives reports or information warranting a timely warning.

### **Definitions**

#### *Timely Warning*

A notification issued to the campus community, via email and/or Omnilert, regarding a criminal incident(s) that constitutes a serious or continuing threat to members of the PA Campus Community, providing important information that enables community members to protect themselves.

#### *Designated Crimes*

Primary Criminal Offenses, Hate Crimes, Violence Against Women Act (VAWA) Offenses, and Arrest and Disciplinary Referrals, as defined in Section B below.

#### *Timely Warning Team*

A team consisting of the Lead Security Officer, Dean of Students, and Compliance Officer, tasked with assessing the need for the issuance of a timely warning.

#### *Clery Geography*

The Jeanne Clery Disclosure of Security Policy and Campus Crime Statistics Act (“the Clery Act”) requires that colleges gather and publish statistics on crimes defined within the Act that occur in three areas:

1. On campus;
2. On public property within or immediately adjacent to campus; and
3. In or on non-campus buildings or property that your college owns or controls.

### **Policy Detail**

#### **A. Timely Warning Criteria**

A timely warning is *required* when the following criteria have been met:

1. A crime is reported to PA College (or PA College is otherwise made aware of the incident, such as if the local police department notifies PA College that crime has been reported to that agency);
2. The crime occurred within PA College’s Clery Geography;
3. The crime is a Designated Crime (per this policy, below); or
4. The crime presents a serious or continuing threat to the campus community (per this policy, below).

PA College will issue timely warnings in situations not described above at its discretion.

**B. Designated Crimes**

Assuming all other criteria have been met, crimes necessitating a timely warning are found in the chart below.

Category	Types of Offenses
Primary Criminal Offenses	Murder/Non-Negligent Manslaughter; Manslaughter by Negligence; Rape; Fondling; Incest; Statutory Rape; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; and Arson.
Hate Crimes	<p>A hate crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim.</p> <ul style="list-style-type: none"> <li>• Hate crimes include the primary criminal offense listed above (except Manslaughter by Negligence), plus: Larceny-Theft; Simple Assault; Intimidation; and Destruction/Damage/Vandalism to Property.</li> <li>• The eight (8) categories of bias that may result in a hate crime being reported are as follows: race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, and disability (mental or physical).</li> </ul>
Violence Against Women Act (VAWA) Offenses	Dating violence; Domestic Violence; and Stalking.
Arrests and Disciplinary Referrals	The number of arrests and the number of persons referred for disciplinary action for the following law violations: Drug Abuse Violations; Liquor Law Violations; and Weapons: Carrying, Possessing, etc.

**C. Serious or Continuing Threat Analysis**

PA College has established a Timely Warning Team (TWT) consisting of the Lead Security Officer, Dean of Students, and Compliance Officer to assess the need for the issuance of a timely warning. The TWT will collaborate with the Crisis Management Team, as necessary, to determine what constitutes a serious or continuing threat to the campus community. This evaluation is completed on a case-by-case basis in consideration of the circumstances of the situation at hand. There may be times when a Designated Crime occurred within Clery Geography, but the circumstances of the situation do not necessitate a timely warning (for example, a scenario where a robbery suspect on campus has already been apprehended and there is no longer an ongoing threat to the campus community).

In order to analyze whether a reported crime presents a serious and/or continuing threat to the campus community, the TWT will consider the following factors (though this is not an exhaustive list):

- How much time has passed between the incident and the report?
- Has the perpetrator been apprehended?
- Were there multiple perpetrators working together?
- Was the incident violent in nature?

- Were date rape drugs or other substances used to facilitate the crime?
- Was a weapon used during the commission of the crime?
- Does the incident appear to be an isolated incident with a specifically targeted victim(s)?
- Is there a pattern of similar incidents? (e.g., the same or similar crimes occurring in a short period of time; a particular group being target on multiple occasions; etc.)
- Are there other aggravating circumstances or predatory behaviors at issue suggesting that an ongoing threat/danger exists?
- Are there enough details available to determine whether a threat/ongoing danger exists?

The TWT will document the reasoning for each notification issued, as well as for situations in which a notification is determined to not be necessary.

#### **D. Timely Warning Content**

The intent of a timely warning is to enable members of the campus community to protect themselves. As such, warnings will include information that the TWT determines is appropriate to promote safety.

The content of a timely warning will, at minimum, include pertinent information about the crime that triggered the warning (i.e., type of crime and description of where it occurred). The warning may also provide other brief information about the situation if warranted, such as any available information about the suspect(s), though caution will be taken to not issue such a lengthy warning that it cannot be quickly understood by recipients.

#### **EXAMPLE:**

CAMPUS ALERT 12/12/2018 3:03 P.M. – An armed robbery was reported outside of the Stoudt Building, North Parking Lot. Perpetrator described as a white male wearing a red hoodie. Perpetrator NOT apprehended. Be cautious! More information will be provided as available.

#### **E. Timely Warning Methods**

Timely warnings will be communicated to all students and employees via email and/or text message using PA College's Omnilert system. Students and employees are not automatically enrolled in this system and must opt-in by visiting the Emergency Alerts page on the Safety & Security Portal page (<https://my.PAcollege.edu/student-service-center/safety-and-security/emergency-alerts/Pages/default.aspx>).

#### **F. Updating a Timely Warning**

After a timely warning has been issued, the TWT will consider whether any follow-up notifications are necessary, which would be issued in the manner described above.

**References:** N/A

Pennsylvania College of Health Sciences  
ADMINISTRATIVE POLICY STATEMENT

Effective Date: 1/1/19  
Last Revised:  
Last Reviewed:

Policy 10.2.11

Timely Warnings

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<b>Audience:</b>	All College
<b>Effective Date:</b>	1/1/19
<b>Date Revised:</b>	
<b>Date Reviewed:</b>	
<b>Owner:</b>	Compliance Officer