



AP 3506 Timely Warnings

References:

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act
34 Code of Federal Regulations Part 668.46

Rogue Community College (RCC) utilizes the following procedures to provide Timely Warning notifications in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

This procedure applies to all the RCC District locations.

The RCC Director of Risk Management and the Assistant Director of Risk Management are the primary positions tasked with the Timely Warning notification procedure. Secondary responsibility is assigned to the Director of Marketing and Communications. If the Risk Management Department and the Director of Marketing and Communications are unavailable, the following positions may also issue Timely Warnings:

President
VP of People, Culture, and Safety
VP of Student Learning and Success
VP of Operations and Finance

Once the determination has been made by the Director of Risk Management or designee that a Timely Warning needs to be initiated, and if time permits, the Director of Risk Management or designee will review the content of the message with the VP of People, Culture, and Safety.

Timely Warnings will be initiated for all Clery Act crimes that are reported to RCC Campus Security and, that occur within a RCC geographical area as defined under the Clery Act and that represent a serious or continued threat to the college community.

The notification may be sent to the College community through the College's emergency notification systems, including email, text, phone calls, and digital reader boards.

All Timely Warnings will be initiated without delay unless the notification will, in judgement of the Director of Risk Management and/or the VP of People, Culture, and Safety, compromise efforts to assist a victim or contain, respond to, or otherwise mitigate an emergency.

If additional information related to an incident is provided to the college Risk Management Department, RCC will determine on a case-by-case basis whether to issue a follow-up message.

Rescinds Procedure Number: None

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