

Office/Contact: Division of Technology and Security

Source: Clery Act, codified at 20 U.S.C. § 1092 (f); 34 CFR 668.46(e) and (g).

Link: <https://www.gpo.gov/fdsys/pkg/USCODE-2011-title20/html/USCODE2011-title20-chap28-subchapIV-partF-sec1092.htm>

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SOUTH DAKOTA STATE UNIVERSITY  
Policy and Procedure Manual

SUBJECT: Community Notification of Potential, Imminent or Active Threat to the University  
NUMBER: 10:3

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1. Purpose

This policy and its procedures set forth the guidelines for when and how the University provides information to the University community regarding potential, imminent and active threats to the University in compliance with the Clery Act and other applicable laws and policies.

2. Definitions

- a. **Timely Warnings:** Notifications to the University community that provide information on Clery Act crimes that occur on University Clery geography, are reported to campus security authorities, the University Police Department ("UPD"), or local law enforcement and pose a serious or continuing threat to students and employees.
  
- c. **Other Notifications:** In addition to Timely Warnings and Emergency Notifications, the University, at its discretion, may provide information to the University community when an incident does not meet the threshold for a Timely Warning or an Emergency Notification.

3. Policy

- a. The University establishes campus safety and security measures to be observed by and for the benefit of all students, employees, and visitors. Timely Warnings, Emergency Notifications, and Other Notifications are designed to inform and direct community members to mitigate the damage of a real or potential threat to the University. To accomplish this, the University uses redundant means of communication to provide Timely Warnings, Emergency Notifications, and Other Notifications to the University community.
  
- b. The University issues Timely Warnings when a situation arises that constitutes a Clery Act crime within the Clery Geography of the University, which are reported to Campus Security Authorities, and that the University considers to constitute a serious ongoing or continuing threat that meets the criteria for notification as set forth in this policy, definitions and procedures. Emergency Notifications are issued without hesitation.

the confirmation of a significant emergency or dangerous situation involving an immediate threat to health or safety, unless the Emergency Notification will compromise efforts to assist a victim, contain the incident, or otherwise mitigate the emergency. In every case, an evaluation of the circumstances will be conducted to determine if a Timely Warning or Emergency Notification is required or if Other Notification is appropriate. Notifications will be issued and shall be continually updated until it has been determined the threat is contained or ended.

- c. Decisions to issue a Timely Warning, Emergency Notification or Other Notification to the University community shall be made on a case-by-case basis dependent on the nature of the incident and the continuing danger to the campus community. In criminal cases information will be provided to the extent possible without compromising law enforcement efforts.
- d. The Chair of the Emergency Management Team, or designee, in consultation with the appropriate member(s) of the Emergency Management Team and other University units as appropriate, is responsible for initiating Timely Warnings, Emergency Notifications, and Other Notifications to the campus community.
- e. The University's Emergency Management Team (EMT), under the direction of the Chair, is responsible for the preparation for, response and recovery from real or potential emergencies that affect, or may affect, the University community.
- f. Isesp0 s

- iii. Timely Warnings will be provided to the University community via campus-wide email and posting on the University webpage.
- iv. Timely Warnings shall contain sufficient information about the nature of the

