

Cheyney University Policy Number FA 2013-1000

Policy Title: Timely Warning Policy

Approved by: FA Council
President's Cabinet

History: Issued – 8-1-2012
Revised – 9-1-2013 F&A Council; 02-11-14 President's Cabinet

Related Policies:

Additional References:

A. Purpose:

The Cheyney State University of Pennsylvania's Timely Warning Policy is intended to aid in the prevention of crimes posing a serious or continued threat to the university community. Timely Warnings will be used to keep the university community alerted of criminal activity that takes place on and around the Cheyney University Campus which may pose a threat to your safety.

B. Scope:

This policy applies to students, staff, faculty, administration, employees, contractors, consultants, temporary help and others at the Cheyney University campus.

C. Definition (s):

List of terms used in the document; defines unfamiliar terms that have a specialized meaning in the policy.

Campus Security Authority – Campus Security Authorities include anyone with security responsibility, significant responsibility for student and campus activities, or those with a duty to take action or respond to particular issues on behalf of the institution including, but not limited to, the following:

- President
- Provost, Vice Provost
- Vice Presidents, Assistant/Associate Vice Presidents
- Deans, Assistant/Associate Deans
- Police and security officers
- Housing area directors
- Resident advisors
- Athletics directors
- Coaches
- Director of Facilities
- Directors of Financial or Business Operations
- Director of Communications and Advancement
- Emergency Preparedness and Security Managers

D. Policy and Procedures(s): The policy itself, including relevant implementing procedures and guidelines.

Should an event take place either on or off campus property, that the Chief of Police or Vice President for Student Affairs deems an immediate or ongoing threat to public safety, a Timely Warning shall be issued.

Timely Warnings may be issued for threats to property (such as financial aid fraud, or vehicle break-ins), as well as threats to personal safety (such as street robber, or sexual assault). It is irrelevant whether the victims or perpetrators are members of the campus community. Local policy jurisdictions generally keep the University police informed when such crimes take place in their jurisdiction.

The format for a Timely Warning is not mandated under the Campus Right to Know Act. Such warnings may be distributed through campus email to faculty, staff, and students, in poster form, the campus radio station or cable television station.

Timely Warning posters are generally placed in all campus buildings in such a manner as to likely come to the attention of all persons entering or leaving the building. Warnings will also be placed on the Cheyney Police Department – Timely Warnings – web site:

<http://www.cheyney.edu/public-safety/news/5698>

Anyone with information warranting a safety warning should immediately report the circumstances to the Cheyney Police Department by calling the 24-Hour communications center at 610-399-2405 or in person at:

Hospitality Lane – McKnight Rogers Building (top of the Hill) Cheyney Police Department 24-Hours 7-Days

<http://www.cheyney.edu/public-safety/index.cfm>