



2.4.3 Policy on Timely Warnings, Emergency Notifications, and Other Alerts

Timely Warnings

The University of San Diego Department of Public Safety is responsible for issuing timely warnings in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”). Timely warnings will be issued in response to reported Clery Act crimes committed either on campus or at other locations considered to be within the university’s Clery Act geography that, in the judgment of the university, constitute a serious or continuing threat to students and employees.

Anyone with information believed to warrant a timely warning should promptly report the circumstances to the Department of Public Safety by phone at (619) 260-2222 or in person at the dispatch center in the Hughes Administration Center Room 150. The Department of Public Safety will consult, as appropriate and necessary, with other university officials regarding whether a timely warning should be issued. The decision to issue a timely warning will be made on a case-by-case basis after consideration of the available facts, including factors such as the nature of the crime and the continuing danger or risk to the campus community. The decision will be made in a manner that is timely, that withholds the names of victims as confidential, and that will aid in the prevention of similar crimes.

When a determination is made that a timely warning should be issued, the Department of Public Safety, or its designee, will take appropriate steps to ensure timely notification to the campus community, including developing the content of the message and initiating the notification. Timely warnings primarily will be issued through the university’s mass notification system (phone, text, and email). Additional options for notification include, but are not necessarily limited to, the outdoor notification system, campus-wide e-mails, physical postings on doors and bulletin boards, the MySanDiego portal, the Vista newspaper, the Department of Public Safety website, or the university’s website. The warnings will include some or all of the following information: the date, time and location of the reported crime; a summary of the incident; a description of the suspect and/or vehicle, if available; and any other special instructions or incident specific safety tips.

Emergency Notifications

Pursuant to the requirements of the Clery Act, the Department of Public Safety, or its designee, will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. In those instances, the Department of Public Safety, or its designee, will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities (including, but not limited to, the Department of Public Safety, San Diego Police Department, San Diego Fire Department, or emergency medical services), compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Additional information regarding the university’s emergency procedures is available at www.sandiego.edu/safety/emergency.

Other Crime, Safety or Security Alerts

Some reported crimes or other incidents that occur either on campus or off campus may not meet the criteria for a timely warning or emergency notification under the Clery Act, but still have the potential to impact the campus community. The Department of Public Safety, or its designee, will evaluate these situations on a case-by-case basis and, when deemed appropriate under the circumstances, will release crime alerts, safety alerts, or security alerts. The alerts may include physical postings in the impacted area, announcements sent through the MySanDiego portal, and/or announcements on the Department of Public Safety or university websites. The alerts typically will contain a concise summary of the reported incident, directions to contact the Department of Public Safety to provide additional information, and, depending on the circumstances, specific crime prevention or personal security tips recommended by the Department of Public Safety.

For more information regarding Clery Act compliance at the university, please visit the Department of Public Safety website at www.sandiego.edu/safety/clery-act-compliance or contact the Clery Compliance Manager in the Department of Public Safety at (619) 260-7777.

(August 1, 2017)