

<b>Policies of the UNT Dallas College of Law</b>	Chapter 7.600
<b>7.602 Emergency Warning</b>	<b>Campus Safety and Security</b>

**Policy Statement.** The UNT Dallas College of Law (COL) will issue immediate or timely warnings to the COL community when crimes or events represent an immediate, serious or continuing threat to the COL community.

**Application of Policy.** The COL Campus Community

**Definitions.**

- A. **Immediate Warning** – “Immediate warning” means a warning to the COL community about a significant emergency or dangerous situation involving an immediate threat to the health or safety of the COL community occurring in or near the COL facility.
- B. **Timely Warning** – “Timely warning” means a warning to the COL community regarding the occurrence of a crime or situation that represents a serious or continuing threat to the COL community

**Procedures and Responsibilities.**

- A. **Decision to Issue a Warning.** The Dean of the COL or a designee will evaluate whether a situation warrants an immediate or timely warning to the campus community on a case-by-case basis taking into consideration the nature of the event or situation, the continuing danger to the campus community and the possible risk of compromising law enforcement efforts in the case of a crime.

**Responsible Party: Dean of the College of Law**

- B. **Distribution of Warnings.** When the Dean of the COL determines that an immediate or timely warning should be issued, the Dean or a designee will inform the Director of Marketing and Communications that a warning must be issued. The warning will be issued using a combination of methods that allow for prompt notification of the COL community including but not limited to:

- 1. Campus email
- 2. Posting on the COL website
- 3. Posting on COL electronic bulletin boards
- 4. Alert to the local news media

**Responsible Party: Dean of the College of Law / Director of Marketing and Communications**

C. **Content of Warnings.** Warnings to the campus community will include sufficient information about the nature of a threat to allow members of the COL community to take protective action. The following information will typically be provided in a warning; unless it is determined by law enforcement that publishing such information could possibly compromise law enforcement efforts:

1. A succinct statement of the incident, including date, location, and time of occurrence;
2. Any connection to previous incidents, if applicable;
3. Physical description of any suspect involved in the activity, if available;
4. A photograph or composite drawing of any suspect involved in the activity, if available;
5. Date and time the warning was released;
6. Other relevant and important information; and
7. Appropriate safety tips

**Responsible Party: Dean of the College of Law / Director of Marketing and Communications**

D. **Emergency Alert System** – Upon enrollment of new students or employment of new employees, the COL will obtain personnel telephone numbers or email addresses for all members of the COL community to be used to notify the individual in the event of an emergency. The collected information will be used to register individuals in the emergency alert system. Students electing not to participate in the emergency alert system must submit a written request to the Office of the Dean of the COL at the start of each academic year.

**Responsible Party: Office of the Dean of the College of Law**

**References and Cross-references.**

Texas Education Code § 51.218

Approved: 07/09/14

Effective: 07/09/14

Revised: