



Security Alerts and Other Emergency Information

Security Alerts are warnings issued by the College of Law (typically by the Public Safety Chief or Dean) immediately upon confirming a significant emergency or dangerous on-campus situation that involves an immediate threat to the health or safety of students or employees and gathering sufficient information to issue a Security Alert. The intent of a Security Alert is to caution the campus community about immediate threats, thereby enabling community members to take precautions to protect themselves. Therefore, a public warning may not be issued if we determine in the exercise of professional judgment that it will compromise efforts to assist the victim, respond to or otherwise contain the emergency.

Security Alerts will be issued through the campus email system to students, faculty, and staff, in all areas determined to possibly be affected by the emergency. The following additional means of communication may also be used:

- text-messaging system to those who have registered for this service;
- the Campus Docket announcements website, which is available to the Stetson community and general public,
- if during regular business hours, on bulletin boards in the following locations: HR bulletin board outside Business Office (Gulfport), Facilities Management bulletin board (Gulfport), and General Announcements bulletin board (Tampa campus outside administrative offices).

Security Alerts may be issued for threats to property, as well as threats to persons. Nothing prohibits the issuance of Security Alerts for crimes or continuing threats to the campus community beyond those crimes and incidents subject to data collection and reporting under the College of Law Annual Security Report.

After a Security Alert has been issued, follow-up to the initial Security Alert will be issued as needed, typically by email unless circumstances warrant other forms of communication as detailed above.

Anyone with information he or she believes warrants the issuance of a Security Alert should report the circumstances to the Public Safety Department at (727) 343-1262 in Gulfport or at (727) 420-8868 in Tampa, or in person at the Public Safety Department on the Gulfport campus.

The College of Law also maintains a Campus Emergency Preparedness web page, available at <http://www.stetson.edu/law/preparedness>, which provides important information about emergency preparedness on campus. For more specific detail on the College of Law policy on Security Alerts, see <http://www.stetson.edu/law/policies>. In addition, College of Law Lockdown Procedures to be followed in the event of an emergency can be viewed on the Campus Preparedness page at <http://www.stetson.edu/law/preparedness>.

On an annual basis, the College of Law publicizes its emergency response procedures for the entire campus. Testing of emergency response and evacuation procedures will also occur at least once per calendar year, and documentation maintained by the Public Safety Department describing each such test, the date and time, and whether it was announced or unannounced. Testing may include regularly scheduled drills, exercises, systems tests, and other appropriate follow-through activities designed for assessment and evaluation of emergency plans and capabilities. The College of Law also makes available to faculty, staff and students several online training videos on various safety issues. These can be accessed on StetsonConnect at <http://connect.stetson.edu> (under Student Resources menu for students; Human Resources pages for faculty and staff).

Stetson University College of Law has developed procedures for communicating crisis information via the Stetson Law website, text message and email alerts, an emergency hotline, intercom, and the news media as needed. The complete policy is located at <http://www.stetson.edu/law/policies>. For additional information, please see the College of Law Crisis Communications Plan, available on the Campus Emergency Preparedness page at <http://www.stetson.edu/law/preparedness>.

In general, the College of Law uses the following:

- Notice on the College of Law's website, <http://www.stetson.edu/law> (front page);
- Email to student, faculty, and staff lists;
- Messages on the class cancellation hot line (727-562-7816);
- Text messages to cell phones of members of the Stetson community who have registered for this service using the Hatter Emergency Notification System instructions available on StetsonConnect.

Announcements on television, radio stations, newspapers, and media Internet sites in the greater St. Petersburg, Tampa, and Sarasota areas.

The College of Law will endeavor to use all reasonably available means to communicate information. The College of Law also may use other methods as appropriate, such as departmental telephone trees, emergency blogs, or social networking sites such as Facebook, but use of other methods is based on specific circumstances and should not be relied upon as a substitute for each individual checking the sources listed above.

In conjunction with the publication of the annual Clery report, the College of Law also publishes the Annual Fire Safety Plan and Report. The Fire Safety Report can be accessed by clicking the Campus Safety link on the bottom of the College of Law home page at **<http://www.stetson.edu/law>**.

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