

Metropolitan State University
Procedure on Timely Warnings & Emergency Notifications

In the event that a situation arises, either on or off campus, that in the judgment of the Director of Safety and Security and/or members of the Emergency Crisis Team, and which constitutes an ongoing and continuing threat to the university community, or as defined as a Cleary Timely Warning crime, a campus wide Safety Alert will be issued. The warning will be issued through the university e-mail system to students, faculty and staff.

Depending on the particular circumstances of the crime or emergency, and especially in situations that could pose as a continued and immediate threat to the individuals of our community, the Office of Public Safety will also issue a Emergency Notification alert on the e-mail system and issue a notice on the University emergency RUREADY? web site at: <http://www.metrostate.edu/READY/>.

When appropriate, the University will also issue an emergency mass notification announcement on the STAR ALERT system. Students and employees can sign up for Star Alert notifications system on their university portals. Star Alert messages will alert the community to a variety of campus related Timely Warning crimes and Emergency Notification incidents via text message to personal cell phones and/or email addresses. The messages will be sent should any emergency or incident arise which could threaten life, safety or impact normal campus operations.

A hardcopy of all Timely Warnings and Emergency Notifications will also be posted on building bulletin boards around campus and issued to individuals upon request. Anyone with information warranting a Cleary Timely Warning should report the circumstances to the University Safety and Security Office by e-mail, by phone (651-793-1725), to a Safety Officer within Safety Office of Founders Hall or to any Safety Officer on the St Paul or other campus locations.