Northern Kentucky University Police Department

TIMELY WARNING

The purpose of a Timely Warning is to inform students and employees of any serious or continuing threat resulting from the occurrence of a Clery reportable criminal offense on university property, on immediately accessible public property, or in a non-campus or satellite location operated or controlled by the university. Timely warnings must be issued in a manner likely to reach the entire campus community.

Pursuant to the emergency notification requirement added to the Jeanne Clery Act in 2008, the Northern Kentucky University Police Department is notifying the campus community of the following occurrence:

**Offense Classification:** Burglary 3rd Degree - Attempted

**Offense Location:** Science Center – 4th Floor; Griffin Hall – 4th Floor

**Date and Time of Offense:** The incidents are likely to have occurred between 07/08/2016 and 07/21/2016.

**Suspect[s] Description:** None available at this time.

**Suspect Weapon Description:** None.

**Suspect Vehicle Description:** None available at this time.

**NARRATIVE:**

Person(s) unknown attempted to unlawfully enter private offices on the 4th floor of the Natural Science Center and on the 4th floor of Griffin Hall between 07/08/2016 and 07/21/2016. The University Police Department is conducting a preliminary criminal investigation. Community members are encouraged to be vigilant in observing for suspicious activity and to report such activity to University Police immediately. Anyone who may have information regarding this incident is encouraged to contact University Police at 859-572-5500.

**SAFETY RECOMMENDATIONS:**

The Northern Kentucky University Police Department would like to take this opportunity to encourage all campus and community stakeholders to immediately report any unusual or suspicious activities at 859-572-5500, and observe the following precautions:

- Lock doors and windows upon exiting your office or residence.
- Be alert for suspicious persons or activities and report them to University Police at (859) 572-5500.
• Upon departing from your residence hall or off campus housing, ensure that some interior and exterior lighting has been left on, windows are closed and locked, and doors are closed and locked.
• Upon departing from your on campus or off campus housing, notify a family member or trusted friend of your destination and estimated time of arrival; once at the destination, confirm your safe arrival.
• Whenever possible, travel to and from residence halls in groups of two or more; and during daylight hours.
• Avoid the distraction of cellular phone usage when entering or exiting residence halls.
• Avoid the distraction of listening to music when entering or exiting residence halls.
• Never prop open exterior doors or interior doors.
• Avoid being under the influence of alcoholic beverages or other substances impairing senses and cognitive functions.
• Ensure that your hands are unoccupied other than the key to your door.
• Once safely inside your residence hall, immediately lock the door.
• Once safely inside, confirm your safe arrival to the family member or friend notified at departure.
• Do not unlock or open your door without verifying that the individual seeking entrance does not pose a threat.
• If returning to your residence you discover a burglary in progress, immediately leave the residence, retreat to a safe location, and phone 911.
• In the event of an emergency, notify University Police or local police, before notifying family members or friends.
• Trust your instinct; if you sense danger, immediately contact University Police.