

Chapter 3 - General Institution

AP 3501 Campus Security and Access (NEW)

References:

34 Code of Federal Regulations Section 668.46(b)(3); ACCJC Accreditation Standard 3.8

During business hours, the College will be open to students, parents, employees, volunteers, contractors, guests, and invitees. During non-business hours, access to all College facilities is by key or access device, if issued, or by admittance via Police and Campus Safety. Employees or contracted workers needing access to campus buildings or facilities during non-business hours must contact Police and Campus Safety prior to entering any College building or facility. In the case of periods of extended closing, the College will admit only those with prior approval to all facilities.

Some facilities have individual hours, which may vary at different times of the year. In such cases, the facilities will be secured according to schedules developed by the department responsible for the facility. Emergencies may necessitate changes or alterations to any posted schedules.

The President/CEO, or designee, may close a College facility at any time there is an apparent danger to the persons using the property itself, or for any cause which would provide for the safety and protection of the public. This section may be enforced without the concurrence of those individuals or groups involved in using the facility. Remaining in an area closed by the President/CEO or authorized representative is prohibited.

Areas revealed as problematic will have regular periodic security assessments, the results of which will be reviewed by applicable administrators. These assessments examine security issues such as landscaping, locks, alarms, lighting, and communications. Additionally, during the academic year, the Vice President of Administrative Services and the Chief of Police and Campus Safety shall meet to discuss campus security and access issues of pressing concern and will make recommendations to the President/CEO.

Hours of Access

The hours of operation for College properties are 5:00 a.m. to 11:00 p.m., except for authorized workers associated with the College. The use of campus areas, buildings, or facilities for residing, camping, laying down bedding, or storing personal property is prohibited, even during operational hours, unless explicitly authorized.

No person shall enter, loiter, or remain on any property or facility owned or operated by the College at any time between 11:01 p.m. and 4:59 a.m. the following day.

When the College is closed, the use, presence, or occupation of any areas on College property is prohibited without authorization from the President/CEO, or designee, or unless the person is a participant in an activity approved or sponsored by the College.

Approved: